



A subsidiary of the American Concrete Institute

Agenda

Scholarship Council
 Sunday, November 8, 2009
 10:00 AM – 2:00 PM
 Balcony K
 Marriott New Orleans
 New Orleans, LA

Members:

Debrethann Cagley Orsak, Chairperson	Structural	North East
Scott Anderson	Construction	Western
Om Dixit	Practicing Engineer	South East
Lisa Feldman	Education	Canada
Neil Hawkins	Education	Western
Tyler Ley	Education	South West
Harold Sandberg	Practicing Engineer	Central
John Schemmel	Private Practice	Central
Bertold Weinberg	Education	North East

Barrie Atkinson (NV)
 Roger Phares (NV)

Staff: Donna Halstead, Staff Liaison, Lacey Jones, Scholarship/Fellowship Coordinator

- 1.0 Call to order and welcome. – Chair Debby Orsak**
- 2.0 Approval of the minutes of the meetings of March 15-16, 2009**
 A motion and vote for approval will be requested by the chair.
- 3.0 Review and discussion of committee roster needs.**
- 4.0 Discussion of the selection and awards processes.**

5.0 2009-2010 awards status

The current inventory of available fellowships/scholarships will be reviewed. (Exhibit A)

6.0 Scholarship Council Operating Guidelines

7.0 Review of timeline

Committee will review timeline and discuss if changes are needed. (Exhibit B)

**8.0 Review on the board policy of starting and closing of scholarships
(Exhibit C)**

9.0 Other business

10.0 Adjourn

ACI Foundation
Statement of Income and Expenditures
For the Eight Months Ending August 31, 2009

	YTD Actual	Last YTD Actual	Variance
W. R. GRACE FUND ACTIVITY			
Operating Revenue			
Member Dues Revenue	\$0.00	\$0.00	\$0.00
Donation Revenue	0.00	0.00	0.00
Product Sales Revenue	0.00	0.00	0.00
Registration Revenue	0.00	0.00	0.00
Total Operating Revenue	\$0.00	\$0.00	\$0.00
Operating Expenses			
Payroll	\$0.00	\$0.00	\$0.00
Insurance	0.00	0.00	0.00
Plaques & Certificates	0.00	0.00	0.00
Marketing & Promotion	0.00	0.00	0.00
Cost of Goods Sold	0.00	0.00	0.00
Panel Expenses	0.00	0.00	0.00
Scholarships & Fellowships	1,500.00	1,500.00	0.00
Finalists Expenses	0.00	0.00	0.00
Research & Grants	0.00	0.00	0.00
Travel & Meetings	0.00	0.00	0.00
Postage	1.00	0.00	1.00
Office Supplies	0.00	0.00	0.00
Advisory Services	0.00	0.00	0.00
Miscellaneous	0.00	0.00	0.00
Contributions & Dues	0.00	0.00	0.00
Utilities	0.00	0.00	0.00
Maintenance	0.00	0.00	0.00
Building Charges	0.00	0.00	0.00
Total Operating Expenses	\$1,501.00	\$1,500.00	\$1.00
Net Operating Inc. (Loss)	(\$1,501.00)	(\$1,500.00)	(\$1.00)
Investment Income	0.00	0.00	0.00
Total Income (Loss)	(\$1,501.00)	(\$1,500.00)	(\$1.00)
Prior Year Fund Balance	8,705.17	11,159.37	(2,454.20)
Total Fund Balance	\$7,204.17	\$9,659.37	(\$2,455.20)

ACI Foundation
Statement of Income and Expenditures
For the Eight Months Ending August 31, 2009

	YTD Actual	Last YTD Actual	Variance
K&B MATHER FUND ACTIVITY			
Operating Revenue			
Member Dues Revenue	\$0.00	\$0.00	\$0.00
Donation Revenue	0.00	0.00	0.00
Product Sales Revenue	0.00	0.00	0.00
Registration Revenue	0.00	0.00	0.00
Total Operating Revenue	\$0.00	\$0.00	\$0.00
Operating Expenses			
Payroll	\$0.00	\$0.00	\$0.00
Overhead Charges	0.00	0.00	0.00
Insurance	0.00	0.00	0.00
Plaques & Certificates	0.00	0.00	0.00
Marketing & Promotion	0.00	0.00	0.00
Cost of Goods Sold	0.00	0.00	0.00
Panel Expenses	0.00	0.00	0.00
Scholarships & Fellowships	1,500.00	1,500.00	0.00
Finalists Expenses	0.00	0.00	0.00
Research & Grants	0.00	0.00	0.00
Travel & Meetings	0.00	0.00	0.00
Postage	1.00	0.00	1.00
Office Supplies	0.00	0.00	0.00
Advisory Services	0.00	0.00	0.00
Miscellaneous	0.00	0.00	0.00
Contributions & Dues	0.00	0.00	0.00
Utilities	0.00	0.00	0.00
Maintenance	0.00	0.00	0.00
Building Charges	0.00	0.00	0.00
Total Operating Expenses	\$1,501.00	\$1,500.00	\$1.00
Net Operating Inc. (Loss)	(\$1,501.00)	(\$1,500.00)	(\$1.00)
Investment Income	0.00	0.00	0.00
Total Income (Loss)	(\$1,501.00)	(\$1,500.00)	(\$1.00)
Prior Year Fund Balance	60,648.53	60,485.00	163.53
Total Fund Balance	\$59,147.53	\$58,985.00	\$162.53

ACI Foundation
Statement of Income and Expenditures
For the Eight Months Ending August 31, 2009

	YTD Actual	Last YTD Actual	Variance
MALHOTRA FUND ACTIVITY			
Operating Revenue			
Member Dues Revenue	\$0.00	\$0.00	\$0.00
Donation Revenue	0.00	0.00	0.00
Product Sales Revenue	0.00	0.00	0.00
Registration Revenue	0.00	0.00	0.00
Total Operating Revenue	\$0.00	\$0.00	\$0.00
Operating Expenses			
Payroll	\$0.00	\$143.94	(\$143.94)
Overhead Charges	0.00	33.11	(33.11)
Insurance	0.00	0.00	0.00
Plaques & Certificates	0.00	0.00	0.00
Marketing & Promotion	0.00	0.00	0.00
Cost of Goods Sold	0.00	0.00	0.00
Panel Expenses	0.00	0.00	0.00
Scholarships & Fellowships	0.00	0.00	0.00
Finalists Expenses	0.00	0.00	0.00
Research & Grants	0.00	0.00	0.00
Travel & Meetings	0.00	0.00	0.00
Postage	0.00	0.00	0.00
Office Supplies	0.00	0.00	0.00
Advisory Services	0.00	0.00	0.00
Miscellaneous	0.00	0.00	0.00
Contributions & Dues	0.00	0.00	0.00
Utilities	0.00	0.00	0.00
Maintenance	0.00	0.00	0.00
Building Charges	0.00	0.00	0.00
Total Operating Expenses	\$0.00	\$177.05	(\$177.05)
Net Operating Inc. (Loss)	\$0.00	(\$177.05)	\$177.05
Investment Income	0.00	0.00	0.00
Total Income (Loss)	\$0.00	(\$177.05)	\$177.05
Prior Year Fund Balance	38.59	212.70	(174.11)
Total Fund Balance	\$38.59	\$35.65	\$2.94

ACI Foundation
Statement of Income and Expenditures
For the Eight Months Ending August 31, 2009

	YTD Actual	Last YTD Actual	Variance
SCHOLARSHIP FUND ACTIVITY			
Operating Revenue			
Member Dues Revenue	\$0.00	\$0.00	\$0.00
Donation Revenue	1,909.50	2,446.48	(536.98)
Product Sales Revenue	0.00	0.00	0.00
Registration Revenue	0.00	0.00	0.00
Total Operating Revenue	\$1,909.50	\$2,446.48	(\$536.98)
Operating Expenses			
Payroll	\$0.00	\$0.00	\$0.00
Insurance	0.00	0.00	0.00
Plaques & Certificates	0.00	0.00	0.00
Marketing & Promotion	0.00	0.00	0.00
Cost of Goods Sold	0.00	0.00	0.00
Panel Expenses	0.00	0.00	0.00
Scholarships & Fellowships	0.00	1,500.00	(1,500.00)
Finalists Expenses	0.00	0.00	0.00
Research & Grants	0.00	0.00	0.00
Travel & Meetings	0.00	0.00	0.00
Postage	5.84	0.00	5.84
Office Supplies	0.00	0.00	0.00
Advisory Services	0.00	0.00	0.00
Miscellaneous	0.00	0.00	0.00
Contributions & Dues	0.00	0.00	0.00
Utilities	0.00	0.00	0.00
Maintenance	0.00	0.00	0.00
Building Charges	0.00	0.00	0.00
Total Operating Expenses	\$5.84	\$1,500.00	(\$1,494.16)
Net Operating Inc. (Loss)	\$1,903.66	\$946.48	\$957.18
Investment Income	0.00	0.00	0.00
Total Income (Loss)	\$1,903.66	\$946.48	\$957.18
Prior Year Fund Balance	41,603.75	35,752.71	5,851.04
Total Fund Balance	\$43,507.41	\$36,699.19	\$6,808.22

ACI Foundation
Statement of Income and Expenditures
For the Eight Months Ending August 31, 2009

	YTD Actual	Last YTD Actual	Variance
SCHWING SCHOLARSHIP FUND ACTIVITY			
Operating Revenue			
Member Dues Revenue	\$0.00	\$0.00	\$0.00
Donation Revenue	0.00	0.00	0.00
Product Sales Revenue	0.00	0.00	0.00
Registration Revenue	0.00	0.00	0.00
Total Operating Revenue	\$0.00	\$0.00	\$0.00
Operating Expenses			
Payroll	\$0.00	\$647.73	(\$647.73)
Overhead Charges	0.00	148.98	(148.98)
Insurance	0.00	0.00	0.00
Plaques & Certificates	0.00	0.00	0.00
Marketing & Promotion	0.00	0.00	0.00
Cost of Goods Sold	0.00	0.00	0.00
Panel Expenses	0.00	0.00	0.00
Scholarships & Fellowships	0.00	0.00	0.00
Finalists Expenses	0.00	0.00	0.00
Research & Grants	0.00	0.00	0.00
Travel & Meetings	0.00	0.00	0.00
Postage	0.00	0.00	0.00
Office Supplies	0.00	0.00	0.00
Advisory Services	0.00	0.00	0.00
Miscellaneous	0.00	0.00	0.00
Contributions & Dues	0.00	0.00	0.00
Utilities	0.00	0.00	0.00
Maintenance	0.00	0.00	0.00
Building Charges	0.00	0.00	0.00
Total Operating Expenses	\$0.00	\$796.71	(\$796.71)
Net Operating Inc. (Loss)	\$0.00	(\$796.71)	\$796.71
Investment Income	0.00	0.00	0.00
Total Income (Loss)	\$0.00	(\$796.71)	\$796.71
Prior Year Fund Balance	44,471.04	43,179.46	1,291.58
Total Fund Balance	\$44,471.04	\$42,382.75	\$2,088.29

ACI Foundation
Statement of Income and Expenditures
For the Eight Months Ending August 31, 2009

	YTD Actual	Last YTD Actual	Variance
FELLOWSHIP FUND			
GENERAL ACTIVITY			
Operating Revenue			
Member Dues Revenue	\$0.00	\$0.00	\$0.00
Donation Revenue	(43,630.00)	7,615.00	(51,245.00)
Product Sales Revenue	0.00	0.00	0.00
Registration Revenue	0.00	0.00	0.00
Total Operating Revenue	(\$43,630.00)	\$7,615.00	(\$51,245.00)
Operating Expenses			
Payroll	\$0.00	\$0.00	\$0.00
Overhead	0.00	0.00	0.00
Insurance	0.00	0.00	0.00
Plaques & Certificates	0.00	0.00	0.00
Marketing & Promotion	196.46	0.00	196.46
Cost of Goods Sold	0.00	0.00	0.00
Panel Expenses	0.00	0.00	0.00
Scholarships & Fellowships	0.00	0.00	0.00
Finalists Expenses	4,375.24	7,485.52	(3,110.28)
Research & Grants	0.00	0.00	0.00
Travel & Meetings	0.00	0.00	0.00
Postage	5.01	21.01	(16.00)
Office Supplies	0.00	12.74	(12.74)
Advisory Services	0.00	0.00	0.00
Miscellaneous	36.30	20,000.00	(19,963.70)
Contributions & Dues	0.00	0.00	0.00
Utilities	0.00	0.00	0.00
Maintenance	0.00	0.00	0.00
Building Charges	0.00	0.00	0.00
Total Operating Expenses	\$4,613.01	\$27,519.27	(\$22,906.26)
Net Operating Inc. (Loss)	(\$48,243.01)	(\$19,904.27)	(\$28,338.74)
Investment Income	0.00	0.00	0.00
Total Income (Loss)	(\$48,243.01)	(\$19,904.27)	(\$28,338.74)
Prior Year Fund Balance	416,257.74	477,299.82	(61,042.08)
Total Fund Balance	\$368,014.73	\$457,395.55	(\$89,380.82)
Total Outstanding Pledges	\$139,001.00	\$605,001.00	(\$466,000.00)

ACI Foundation
Statement of Income and Expenditures
For the Eight Months Ending August 31, 2009

	YTD Actual	Last YTD Actual	Variance
MEHTA FELLOWSHIP FUND ACTIVITY			
Operating Revenue			
Member Dues Revenue	\$0.00	\$0.00	\$0.00
Donation Revenue	0.00	0.00	0.00
Product Sales Revenue	0.00	0.00	0.00
Registration Revenue	0.00	0.00	0.00
Total Operating Revenue	\$0.00	\$0.00	\$0.00
Operating Expenses			
Payroll	\$0.00	\$0.00	\$0.00
Overhead Charges	0.00	0.00	0.00
Insurance	0.00	0.00	0.00
Plaques & Certificates	0.00	0.00	0.00
Marketing & Promotion	0.00	0.00	0.00
Cost of Goods Sold	0.00	0.00	0.00
Panel Expenses	0.00	0.00	0.00
Scholarships & Fellowships	1,500.00	1,500.00	0.00
Finalists Expenses	0.00	0.00	0.00
Research & Grants	0.00	0.00	0.00
Travel & Meetings	0.00	0.00	0.00
Postage	1.00	0.00	1.00
Office Supplies	0.00	0.00	0.00
Advisory Services	0.00	0.00	0.00
Miscellaneous	0.00	0.00	0.00
Contributions & Dues	0.00	0.00	0.00
Utilities	0.00	0.00	0.00
Maintenance	0.00	0.00	0.00
Building Charges	0.00	0.00	0.00
Total Operating Expenses	\$1,501.00	\$1,500.00	\$1.00
Net Operating Inc. (Loss)	(\$1,501.00)	(\$1,500.00)	(\$1.00)
Investment Income	0.00	0.00	0.00
Total Income (Loss)	(\$1,501.00)	(\$1,500.00)	(\$1.00)
Prior Year Fund Balance	21,685.39	23,485.44	(1,800.05)
Total Fund Balance	\$20,184.39	\$21,985.44	(\$1,801.05)

ACI Foundation
Statement of Income and Expenditures
For the Eight Months Ending August 31, 2009

	<u>YTD Actual</u>	<u>Last YTD Actual</u>	<u>Variance</u>
CHARLES PANKOW FELLOWSHIP FUND ACTIVITY			
Operating Revenue			
Donation Revenue	\$0.00	\$0.00	\$0.00
Total Operating Revenue	0.00	0.00	0.00
Operating Expenses			
Payroll	0.00	0.00	0.00
Overhead	0.00	0.00	0.00
Plaques & Certificates	0.00	0.00	0.00
Marketing & Promotion	0.00	0.00	0.00
Scholarships & Fellowships	5,000.00	5,000.00	0.00
Finalist Expenses	3,249.49	3,691.17	(441.68)
Travel & Meetings	0.00	0.00	0.00
Postage	1.42	0.00	1.42
Office Supplies	0.00	0.00	0.00
Miscellaneous	18.16	0.00	18.16
Total Operating Expen.	8,269.07	8,691.17	(422.10)
Net Operating Inc. (Loss)	(8,269.07)	(8,691.17)	422.10
Investment Income	0.00	0.00	0.00
Total Income (Loss)	(8,269.07)	(8,691.17)	422.10
Prior Year Fund Balance	244,184.17	249,839.39	(5,655.22)
Total Fund Balance	235,915.10	241,148.22	(5,233.12)

ACI Foundation
Statement of Income and Expenditures
For the Eight Months Ending August 31, 2009

	YTD Actual	Last YTD Actual	Variance
JAMES CAGLEY FELLOWSHIP FUND ACTIVITY			
Operating Revenue			
Donation Revenue	\$0.00	\$0.00	\$0.00
Total Operating Revenue	0.00	0.00	0.00
Operating Expenses			
Payroll	0.00	0.00	0.00
Overhead	0.00	0.00	0.00
Plaques & Certificates	0.00	0.00	0.00
Marketing & Promotion	0.00	0.00	0.00
Scholarships & Fellowships	3,500.00	3,500.00	0.00
Finalist Expenses	3,473.09	396.00	3,077.09
Travel & Meetings	0.00	0.00	0.00
Postage	1.42	0.00	1.42
Office Supplies	0.00	0.00	0.00
Miscellaneous	18.16	0.00	18.16
Total Operating Expen.	6,992.67	3,896.00	3,096.67
Net Operating Inc. (Loss)	(6,992.67)	(3,896.00)	(3,096.67)
Investment Income	0.00	0.00	0.00
Total Income (Loss)	(6,992.67)	(3,896.00)	(3,096.67)
Prior Year Fund Balance	94,952.43	102,050.00	(7,097.57)
Total Fund Balance	87,959.76	98,154.00	(10,194.24)

ACI Foundation
Statement of Income and Expenditures
For the Eight Months Ending August 31, 2009

	YTD Actual	Last YTD Actual	Variance
PRESIDENTS' FELLOWSHIP FUND ACTIVITY			
Operating Revenue			
Donation Revenue	\$0.00	\$0.00	\$0.00
Total Operating Revenue	0.00	0.00	0.00
Operating Expenses			
Payroll	0.00	0.00	0.00
Overhead	0.00	0.00	0.00
Plaques & Certificates	0.00	0.00	0.00
Marketing & Promotion	0.00	0.00	0.00
Finalist Expenses	2,836.61	1,242.22	1,594.39
Scholarships & Fellowships	3,500.00	3,500.00	0.00
Travel & Meetings	0.00	0.00	0.00
Postage	1.42	0.00	1.42
Office Supplies	0.00	0.00	0.00
Miscellaneous	18.16	0.00	18.16
Total Operating Expen.	6,356.19	4,742.22	1,613.97
Net Operating Inc. (Loss)	(6,356.19)	(4,742.22)	(1,613.97)
Investment Income	0.00	0.00	0.00
Total Income (Loss)	(6,356.19)	(4,742.22)	(1,613.97)
Prior Year Fund Balance	94,169.59	102,050.00	(7,880.41)
Total Fund Balance	87,813.40	97,307.78	(9,494.38)

ACI Foundation
Statement of Income and Expenditures
For the Eight Months Ending August 31, 2009

	<u>YTD Actual</u>	<u>Last YTD Actual</u>	<u>Variance</u>
RICHARD N. WHITE FELLOWSHIP FUND ACTIVITY			
Operating Revenue			
Donation Revenue	\$0.00	\$0.00	\$0.00
Total Operating Revenue	0.00	0.00	0.00
Operating Expenses			
Payroll	0.00	0.00	0.00
Overhead	0.00	0.00	0.00
Plaques & Certificates	0.00	0.00	0.00
Marketing & Promotion	0.00	0.00	0.00
Finalist Expenses	3,304.49	1,070.22	2,234.27
Scholarships & Fellowships	3,500.00	3,500.00	0.00
Travel & Meetings	0.00	0.00	0.00
Postage	1.42	0.00	1.42
Office Supplies	0.00	0.00	0.00
Miscellaneous	18.16	0.00	18.16
Total Operating Expen.	6,824.07	4,570.22	2,253.85
Net Operating Inc. (Loss)	(6,824.07)	(4,570.22)	(2,253.85)
Investment Income	0.00	0.00	0.00
Total Income (Loss)	(6,824.07)	(4,570.22)	(2,253.85)
Prior Year Fund Balance	88,018.57	0.00	88,018.57
Total Fund Balance	81,194.50	(4,570.22)	85,764.72

ACI Foundation
Statement of Income and Expenditures
For the Eight Months Ending August 31, 2009

	<u>YTD Actual</u>	<u>Last YTD Actual</u>	<u>Variance</u>
BASF CONSTRUCT. CHEM. FELLOWSHIP FUND ACTIVITY			
Operating Revenue			
Donation Revenue	\$0.00	\$0.00	\$0.00
Total Operating Revenue	0.00	0.00	0.00
Operating Expenses			
Payroll	0.00	0.00	0.00
Overhead	0.00	0.00	0.00
Plaques & Certificates	0.00	0.00	0.00
Marketing & Promotion	0.00	0.00	0.00
Scholarships & Fellowships	3,500.00	0.00	3,500.00
Finalist Expenses	1,451.97	0.00	1,451.97
Travel & Meetings	0.00	0.00	0.00
Postage	1.00	0.00	1.00
Office Supplies	0.00	0.00	0.00
Miscellaneous	18.16	0.00	18.16
Contributions & Dues	0.00	0.00	0.00
Total Operating Expen.	4,971.13	0.00	4,971.13
Net Operating Inc. (Loss)	(4,971.13)	0.00	(4,971.13)
Investment Income	0.00	0.00	0.00
Total Income (Loss)	(4,971.13)	0.00	(4,971.13)
Prior Year Fund Balance	75,022.11	0.00	75,022.11
Total Fund Balance	70,050.98	0.00	70,050.98

ACI Foundation
Statement of Income and Expenditures
For the Eight Months Ending August 31, 2009

	<u>YTD Actual</u>	<u>Last YTD Actual</u>	<u>Variance</u>
ELMER BAKER STUDENT FELLOWSHIP FUND ACTIVITY			
Operating Revenue			
Donation Revenue	\$0.00	\$15,000.00	(\$15,000.00)
Total Operating Revenue	0.00	15,000.00	(15,000.00)
Operating Expenses			
Payroll	0.00	0.00	0.00
Overhead	0.00	0.00	0.00
Plaques & Certificates	0.00	0.00	0.00
Marketing & Promotion	0.00	0.00	0.00
Scholarships & Fellowships	3,500.00	0.00	3,500.00
Finalist Expenses	1,513.67	0.00	1,513.67
Travel & Meetings	0.00	0.00	0.00
Postage	1.42	0.00	1.42
Office Supplies	0.00	0.00	0.00
Miscellaneous	18.16	0.00	18.16
Total Operating Expen.	5,033.25	0.00	5,033.25
Net Operating Inc. (Loss)	(5,033.25)	15,000.00	(20,033.25)
Investment Income	0.00	0.00	0.00
Total Income (Loss)	(5,033.25)	15,000.00	(20,033.25)
Prior Year Fund Balance	11,639.28	0.00	11,639.28
Total Fund Balance	6,606.03	15,000.00	(8,393.97)

ACI Foundation
Statement of Income and Expenditures
For the Eight Months Ending August 31, 2009

	YTD Actual	Last YTD Actual	Variance
BAKER CONC. CONSTRUCT, INC. MGMT STUDENT FELLOWSHIP FUND ACTIVITY			
Operating Revenue			
Donation Revenue	\$0.00	\$30,000.00	(\$30,000.00)
Total Operating Revenue	0.00	30,000.00	(30,000.00)
Operating Expenses			
Payroll	0.00	0.00	0.00
Overhead	0.00	0.00	0.00
Plaques & Certificates	0.00	0.00	0.00
Marketing & Promotion	0.00	0.00	0.00
Scholarships & Fellowships	7,000.00	0.00	7,000.00
Finalist Expenses	2,710.91	0.00	2,710.91
Travel & Meetings	0.00	0.00	0.00
Postage	1.84	0.00	1.84
Office Supplies	0.00	0.00	0.00
Miscellaneous	36.32	0.00	36.32
Total Operating Expen.	9,749.07	0.00	9,749.07
Net Operating Inc. (Loss)	(9,749.07)	30,000.00	(39,749.07)
Investment Income	0.00	0.00	0.00
Total Income (Loss)	(9,749.07)	30,000.00	(39,749.07)
Prior Year Fund Balance	27,037.30	0.00	27,037.30
Total Fund Balance	17,288.23	30,000.00	(12,711.77)

ACI 2010-2011 Fellowship/Graduate Scholarship Timeline

Tentative Date	Approved Date
Oct. 30, 2009	Deadline for all application materials from students
Week of Dec. 1, 2009	Binders mailed & Round One Fellowship Application Evaluation Sheets to SC members.
Week of Dec. 22, 2009	Round One reviews for Fellowship Applicants are due
Week of Jan. 5, 2010	Notification of final list of applicants to receive in-depth reviews Receive Round Two Fellowship Application Evaluation Sheets
Week of Jan. 26, 2010	Round Two in-depth reviews for Fellowship Applicants are due
Week of Feb. 2, 2010	Notification of finalists for interviews
Week of Feb. 16, 2010	Receive Graduate Scholarship Evaluation Sheets
Week of March, 9, 2010	ACI Graduate Scholarship application evaluation sheets due
March 15-19, 2010	Spring Convention -New Orleans, LA

**POLICY AND PROCEDURE FOR ESTABLISHING
ACI FELLOWSHIP/SCHOLARSHIP AWARDS**

Preamble

The American Concrete Institute is receptive to proposals for establishing new fellowship/scholarship awards for university-level engineering and other scientific graduate studies or undergraduate studies leading to a bachelor's degree in concrete-related fields. The policies and procedures hereinafter stated are intended to ensure that such awards will be established and administered so as to further engineering and technical education, scientific investigation and research in the broad field of design and construction of concrete structures. These policies and procedures are not intended to restrict or control such awards made from funds contributed in lesser amounts, or other funds designated by the Institute's Board of Direction to be used for fellowship/scholarship awards.

Policies

1. An award may be named after a person (either living or deceased), a firm or an institution. An award may carry a generic title, i.e., "ACI Concrete Materials Scholarship."
2. The minimum period for which an award will be approved is five years.
3. The estimated cost (excluding administration thereof) for funding an award for the approved period of time shall be agreed upon by the donor(s) and the Board of Direction at the time the award is authorized. The minimum amount of funding required shall be five times the current scholarship award. An account for the fund shall be established and held by the ACI Foundation. In the event the annual income from the funds is insufficient to provide for the annual award, the principal will be used until depleted. When the amount remaining in the fund is less than the annual award, the monies will revert to the ACI Foundation General Scholarship Fund. Should the original donor or other parties be interested in maintaining or increasing the principal at any time before the fund is depleted, they may apply to the Board to do so. If possible, the ACI Foundation should notify the principal donor when the first draw is made on the principal for an annual award and again two years prior to depletion of the fund.
4. Administration of the award shall be paid from the General Fund of the ACI Foundation.
5. For graduate fellowship/scholarship awards, the Scholarship Council may recommend to the ACI Foundation Board of Trustees an award annually from the fund in an amount corresponding to all other ACI graduate fellowship/scholarship awards. The award shall be for full-time university-level engineering and other scientific graduate studies in concrete-related fields. "Full-time" is to be defined by the university.
6. For undergraduate scholarship awards, the Scholarship Council may recommend to the ACI Foundation Board of Trustees one or more awards annually from the fund. The award(s)

may be fore either full-time or part-time studies in concrete-related fields. “Full-time” is to be defined by the university.

Procedures

- 1. Proposals for the establishment of fellowship/scholarship awards will be received by the ACI Foundation from individuals, firms or other organizations.**
- 2. Proposals must include the following information:**
 - a) Suggested name**
 - b) Duration of the award (5 years minimum)**
 - c) Identity of donor**
 - d) Proposed financial arrangements**
- 3. The ACI Foundation Board of Trustees shall review proposals and recommend appropriate action to the ACI Board of Direction.**
- 4. The final decision for establishing fellowship/scholarship awards rests with the Institute's Board of Direction.**

**Approved by the ACI Board of Direction - November 12, 1987
Revised by ACI Board of Direction Letter Ballot - December 30, 1993**