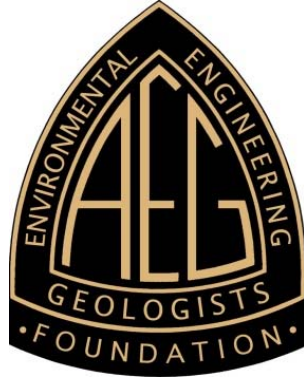


# AEG FOUNDATION



## CHARTER

# AEG FOUNDATION DIVERSITY SCHOLARSHIP FUND

SUPPORTING UNDERSERVED, HISTORICALLY DISADVANTAGED STUDENTS  
OF BLACK, HISPANIC OR LATINO/A, PACIFIC ISLANDER, AMERICAN  
INDIAN/ALASKAN NATIVE HERITAGE THROUGH SCHOLARSHIPS AND  
GRANTS

**AEG FOUNDATION**  
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## THE PURPOSE OF AEG FOUNDATION FUND CHARTERS

An AEG Foundation Fund Charter is a document adopted by the Board of Directors. It describes (as applicable)

- The history of a fund,
- Donor intent,
- The purposes for which the fund may and may not be used,
- The Board's goals for the fund,
- Administrative operating criteria, and
- Financial operating criteria.

A Fund Charter demonstrates the Board's commitment to prudent management of the Foundation's resources and compliance with applicable laws and regulations. Within the framework of AEG Foundation governance, a Fund Charter is a policy document that may be amended or interpreted by the Board through a simple majority vote. A Fund Charter may refer to other documents that further describe the operations and nature of a fund. Formal Resolutions of the Board that apply to a particular fund will be attached to the Fund Charter as appendices.

Accounting terms used in this Charter are intended to conform to Accounting Standards Codification (ASC).

This AEG Foundation Diversity Scholarship Fund Charter was adopted by the Board of Directors of the AEG Foundation on July 12, 2021.



By:

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Rosalind Munro, Secretary

# **FUND CHARTER**

## **AEG FOUNDATION DIVERSITY SCHOLARSHIP FUND**

### **INTRODUCTION**

The **AEG FOUNDATION Diversity Scholarship Fund** (“Fund”) was established by the AEG Foundation in 2021 to support efforts to increase the diversity of the Association of Environmental & Engineering Geologists (AEG) and those in the Geosciences profession.

This Fund is a new resource for junior-high-school, high-school, and undergraduate college or university students who are historically disadvantaged. For the purpose of this Fund, those who are “underserved, historically disadvantaged” are those who have Black, Hispanic or Latino/a, Pacific Islander, American Indian/Alaskan Native heritage.

In 2020, the AEG Executive Council made the following statement on diversity: *“AEG supports diversity, equity, and inclusion in the Geosciences professions and in our organization. AEG leadership plans to further our efforts in promoting these values by challenging ourselves on what we can do better to encourage underrepresented populations to consider and obtain careers in the Geosciences and to foster a welcoming and inclusive environment within our Association and the Geosciences professions.”*

In 2020, AEG established the Diversity, Equity, and Inclusion Committee (DEIC). Leaders and members of this DEIC will take the lead in providing monetary and human resources for the Fund.

### **PURPOSE AND SCOPE**

Scholarships and Grants from the **AEG Foundation’s Diversity Fund** are intended to support increasing the diversity of present and future ranks of AEG and the geosciences professions. There are two historically disadvantaged age-groups that directly will benefit from this Fund. One group includes historically disadvantaged junior-high and high-school students. The other group includes underserved, historically disadvantaged college or university students.

First, monies from this Fund are available to help introduce underserved, historically disadvantaged junior-high and high-school students to the outdoors, and specifically to geoscience. These students are at an age where a positive, memorable experience may stay with them when planning a transition from high-school to college or university. Today, there are very few junior-high and high-school students who have access to an earth science class. This field-trip opportunity for them is intended to introduce

underserved, historically disadvantaged students to the geosciences *before* they arrive on a college campus.

Many underserved, historically disadvantaged students in junior-high or high school have had few or no experiences in non-urban parks, public forest lands, coastal margins, open spaces, or other natural environments that specifically show geology and its processes, products, or professions. These AEG Foundation Youth Geoscience Field Trip Grants will help teachers and others provide enrichment experiences to underserved, historically disadvantaged students by visiting field settings. This allows the students to see and learn about natural geoscience, geologic features, geologic processes, and professional geoscience practice. These grants may be used for travel expenses (such as bus rental costs or fuel for school buses or volunteers' vehicles), lunches and snacks in the field, admission fees (for park entrances fees, dig-your-own-fossils or -minerals), and liability/event insurance for field-trip planners and leaders. Because many underserved students who are entering colleges or universities have had little exposure to natural geoscience and professional geoscience practice in their personal experience, few are able to find their way to geoscience studies. These grants are intended to increase that exposure – and pique that interest – before college-major decisions must be made.

Second, scholarships from the Fund are intended to attract and assist qualified undergraduate college or university students who are majoring in the Geosciences, such as Geology, Geophysics, Earth and Planetary Sciences, and related subjects. These scholarships may be granted to sophomores, juniors, or seniors in college or universities who have an interest in, and aptitude for, the Geosciences. Because the Geosciences lack significant diversity presently, the purpose of the Fund is to encourage underserved students having more diverse backgrounds to seriously explore Geoscience as a professional goal.

## **FUND ADMINISTRATION AND OPERATION**

### General Conditions for Scholarships

AEG Foundation Diversity Scholarships are not payment for services and are intended by the Foundation to be “qualified scholarships” as defined by the Internal Revenue Code. The AEG Foundation shall issue IRS Form 1099 to grant recipients in accordance with IRS regulations. Recipients will be asked to provide the necessary information to complete the Form 1099 upon receipt of their scholarship. Recipients should consult their tax advisors regarding taxability of the scholarship.

In applying for a scholarship from the AEG Foundation, the scholarship applicant agrees to

- Use the funds received from the AEG Foundation for the proposed use,
- Use the funds in accordance with applicable law and regulation,

- Not use the funds for activities prohibited by the AEG Foundation’s tax-exempt status,
- Provide the AEG Foundation with a brief written report (~200-300 words, and photos if students participated in a field trip), suitable for publication in the AEG News. The report shall discuss the value received by the Geosciences Diversity Scholarship, and
- Maintain active student membership in the Association of Environmental & Engineering Geologists during the life of the scholarship.

### General Conditions for Grants

Grants from the AEG Foundation Diversity Scholarship Fund are intended to recognize and support deserving junior-high, high-school, undergraduate or graduate students. Students need not be Student Members of the Association of Environmental & Engineering Geologists (AEG). The Fund does not support general and administrative (overhead) costs, technical or scientific consulting fees, or equipment purchase or maintenance costs of an educational institution employing or teaching individuals who receive grants from it.

In keeping with the Internal Revenue Code classification of the AEG Foundation as a 501(c)(3) charitable organization, the Foundation will not make grants supporting activities or publications that are designed to be used to influence political decisions or processes. The AEG Foundation Board of Directors will make all decisions regarding disbursement of grants from the AEG Foundation Diversity Scholarship Fund in its sole discretion.

In applying for a grant from the AEG Foundation, the grant applicant agrees to

- Use the funds received from the AEG Foundation for the proposed use,
- Use the funds in accordance with applicable law and regulation,
- Not use the funds for activities prohibited by the AEG Foundation’s tax-exempt status,
- Provide the AEG Foundation with a brief written report (~200-300 words, and photos if students participated in a field trip), suitable for publication in the AEG News. The report shall discuss the value received by the Geosciences Youth Field Trip Grant.

### Application Review and Approval of Scholarship/Grant

Applications for both the AEG Foundation Diversity Scholarship and the AEG Foundation Youth Field-Trip Grants shall be reviewed and evaluated by members of the AEG Diversity Award Committee (the “Committee”). Complete applications that are received before the deadline shall be reviewed and ranked by the Committee. The co-chairpersons of the Committee shall be Dr. Richard Steckel and Phyllis Steckel, RG; the co-chairpersons, both AEG members, are responsible for staffing the Committee. Three

other members of the AEG DEIC shall be invited to serve on the Committee, which shall include a total of five members (including the two co-chairpersons). When the Committee co-chairpersons or Committee members are no longer willing or able to serve in this capacity, the chairman and members will be responsible for the enlisting replacement Committee members. The Committee will make its recommendations for grants to the AEG Foundation Board of Directors for action.

The scholarship applications and field-trip grant proposals received will be evaluated using the Scholarship Application Matrix and the Field-Trip Proposal Evaluation Matrix, included as Appendix 3. After each annual selection process, these matrices shall be evaluated and updated to best serve the mission, intent, and process of these Diversity Scholarships and Grants. At the beginning of each annual selection process, the evaluation matrix shall be reviewed and updated to best reflect the mission and intent of the DEIC. Changes may be made at any time, as long as all applicants are evaluated using identical evaluation criteria and scoring protocols.

### Scholarship and Grant Categories

Two categories are available annually: **The AEG Foundation Geosciences Diversity Scholarship and AEG Foundation Geosciences Youth Field Trip Grant**

#### 1. AEG Foundation Geosciences Diversity Scholarship

The AEG Foundation Geosciences Diversity Scholarship is for one or more \$5,000 academic scholarships for a sophomore, junior, or senior undergraduate student(s) at an accredited US college or university. This scholarship may be used only for tuition or geoscience lab fees for the recipient. (The Fund does not support general and administrative/overhead costs, technical or scientific consulting fees, or equipment purchase or maintenance costs of an education institution employing or teaching individuals who receive scholarships from it.) Scholarships from the Fund are not payment for services and are intended to be “qualified scholarships” as defined by the Internal Revenue Service (IRS).

Applications for scholarships from the AEG Foundation Diversity Scholarship Fund shall be open to undergraduates who:

- Have a personal heritage of Black, Hispanic or Latino/a, Pacific Islander, American Indian/Alaskan Native heritage;
- Have declared major studies in the Geosciences, such as Geology, Geophysics, Earth and Planetary Sciences, and related geoscience subjects;
- Are in their Sophomore, Junior, or Senior undergraduate years;
- Have a GPA of at least 2.9;
- Have potential for contributions to the Geosciences profession;
- Exhibit leadership abilities and/or experience; and
- Have submitted their complete and full applications before the annual deadline established by the Foundation.

The applicant who received the highest ranking shall be conferred up to a \$5,000.00 scholarship, payable directly to his or her college or university and applied to the benefit of that applicant's student account. The scholarship is not renewable, although the recipient may apply for the AEG Foundation Diversity Scholarship in subsequent years. If no applicants have met the scholarship criteria, the Committee may recommend that no scholarship be conferred any particular year.

## 2. AEG Foundation Geosciences Youth Field Trip Grant

This Geosciences Youth Field Trip Grant shall specifically provide geoscience-related field experiences to underserved, historically disadvantaged junior-high and high-school students. The grant will provide field experiences to non-urban parks, public forest lands, public open vistas, or other public natural environments that shows geology and its processes, products, or professions. The student participants shall be at least 50% junior-high or high-school students who have Black, Hispanic or Latino/a, Pacific Islander, American Indian/Alaskan Native heritage. It is planned that up to five \$1,000 grants be made available annually to fund at least five Geoscience Youth Field Trips. The event shall be led by a teacher or school administrator, with assistance from one or more geoscience professionals.

AEG Foundation Geosciences Youth Field-Trip Grants may be granted to junior-high-school and high-school teachers who:

- Plan and lead a one-day field trip for junior-high or high-school students to at least three sites having significant geoscience educational value.
- These grants may be used for travel expenses (such as bus rental costs or fuel for school buses or volunteers' vehicles), lunches and snacks in the field, admission fees for access to dig sites, caves, or public parks, and liability/event insurance for field-trip planners and leaders.

### Management Protocols for the AEG Foundation Diversity Scholarship Fund

The fund management protocols represent a desire by the Board to achieve long-term stability in the administration of the Foundation's assets and uniformity in the administration of its scholarship funds and programs. The objective of protecting certain funds from invasion is supported by implementing Board-Designated Set-Asides as the fund balance grows.

#### ***AEG Foundation Diversity Scholarship Fund Management Protocols***

1. Unless otherwise specified by the donor, contributions to the AEG Foundation Diversity Fund are classified as an Asset with Donor Restriction in accordance with Accounting Standard Codification (ASC) until such contributions are expended for purposes consistent with this Charter. Earnings from contributions are classified as an Asset without Donor Restriction, unless otherwise specified by the donor. The AEG Foundation may accept contributions to the Fund with time or purpose limits

consistent with this Charter. The Foundation's gift acceptance policy will apply. The Board may, from time to time, reclassify assets of the Fund in accordance with ASC, consistent with donor intent.

2. Identifiable costs directly related to the operation of the AEG Foundation Diversity Fund may be expensed to the Fund.
3. The AEG Foundation Board may assess an administrative support fee to assist in funding the Foundation's general administrative and fundraising functions.
4. The AEG Foundation may "spend down" the Fund without limit. If the Fund balance falls below \$5,000 a notice shall be sent to members of the Selection Committee within 30 days of the reaching or falling below \$5,000. Notification may be by electronic media. If the Fund balance reaches, or falls below, \$5,000 for a period of six (6) consecutive calendar months, the Fund may be closed by a majority vote of the Foundation Board and the remaining funds transferred to the Greatest Need Fund.

## **GOALS ADOPTED BY THE BOARD OF DIRECTORS**

### Long-Term Use of the Fund

It is planned that at least one AEG Foundation Diversity Scholarship of up to \$5,000 and up to five \$1,000 Field-Trip Grants will be presented each year, which will be granted to the applicant(s) who has been selected as the most qualified by the AEG Foundation Diversity Scholarship Selection Committee ("the Committee") according to the selection criteria. If fund resources are adequate, and if the AEG DEIC agrees, more than one Diversity Scholarship may be granted in one year. The AEG Foundation Diversity Scholarship may be withheld in any year when no qualified applications are received.

It is not the intent of this AEG Foundation Diversity Fund to exist *ad infinitum*. It is intended that this AEG Foundation Diversity Fund will be available for a time when diversity enrichments within AEG and the geosciences need special assistance, encouragement, and resources. It is intended that this AEG Foundation Diversity Scholarship Fund dissolve with the conferment of the 2037 AEG Foundation Diversity Scholarship – a 15-year lifespan. Fund managers shall monitor the balance in this account approaching the year 2037, and plan final disbursements in the form of more or higher-dollar-value scholarships as that year approaches.

It is anticipated that the amount in this Diversity Fund may grow over time, even accounting for regular disbursements for Diversity Scholarship and Youth Field Trips. It is the right and expectation that the Committee recognize the potential opportunity to increase both the number and amount of these Diversity grants and scholarships. For example, over time, the scholarships may increase to \$6,000 per (or other reasonable amount) and the field-trip grants may increase to \$1,500 per (or other reasonable amount), if in agreement with the Diversity Awards Committee.



### Fund Balance Goals

An initial donation of \$25,000.00 has been made to establish the Fund. The Board sets the long-term funding goal for the AEG Foundation Diversity Fund at \$150,000.00.

### **SCHEDULE FOR REVIEW OF CHARTER, FUND OPERATIONS, AND GOALS**

The Board may maintain this charter unchanged or make revisions at any time. This fund charter shall be reviewed by the Board of Directors at least every five years on a schedule to be determined by the Board. The Programs Committee shall prepare a review report with recommendations for consideration by the Board at that time.

**APPENDIX ONE**  
**BIOGRAPHICAL INFORMATION FOR DR. RICHARD AND PHYLLIS**  
**STECKEL**

Dr. Richard Steckel has had a fulfilling professional career in aviation, having served as a licensed aviation mechanic, professional flight instructor, commercial pilot, aviation safety engineer, aviation safety research professor, and professional drone pilot. He earned his BS in Aeronautics from San Jose State University, his MS in Aviation Safety from the University of Central Missouri, and his PhD in Aviation Safety from Saint Louis University. His first word was “airplane,” and his passion for safe flight continues to this day. Dr. Steckel is an associate member of AEG.

Phyllis Steckel has been an active member of AEG for many years, in the San Francisco Section, the St. Louis Chapter, and as Region 7 Director. An alumna of the University of California – Davis and Southeast Missouri State University, she has focused her career on geologic hazards, especially earthquake hazards. Phyllis has collected rocks since she was three, and she is still most at home looking at rocks, landforms, and active geologic processes.

Both Richard and Phyllis believe that education is an invaluable asset, and have sought out formal and informal continuing education throughout their careers. Learning does not stop with receiving a degree. Learning continues throughout one’s life.

## **APPENDIX TWO FUND HISTORY**

### Donations and Donor Intent

Richard and Phyllis Steckel propose establishing a fund that will be a resource for students of Black, Hispanic or Latino/a, Pacific Islander, American Indian/Alaskan Native Heritage. The purposed and audience for this Fund is two-fold. First, it is to provide about five geoscience-focused field-trips each year to middle-school or high-school students; each of these field-trip grants will be about \$1,000. The purpose is to introduce geoscience and viable geoscience professions to these students before they declare their college or university majors. Second, it is to provide one or more \$5,000 scholarship(s) to one or more undergraduate college or university students who are studying geology, geophysics, or a similar major topic.

Richard and Phyllis Steckel have founded this Fund with a donation of \$25,000 in the year 2021. It is their intent to add an additional \$5,000 annually for the foreseeable future. Upon their deaths, this fund will receive additional monies from their estate.

### **Recipients of the AEG Diversity Scholarship**

**APPENDIX THREE  
EXAMPLE SCHOLARSHIP AND GRANT APPLICATIONS**

**(Applications may be updated, refer to the most recent version on the AEG  
Foundation Website)**

## **AEG FOUNDATION DIVERSITY SCHOLARSHIP APPLICATION**

*Please include a recent photo of yourself.*

Applicant Name:

Home Address:

City, State, Zip:

High School Alma Mater & City:

Current College/University:

Email:

Declared Major:

Expected Graduation Month & Year:

Cumulative College Grade-Point Average to Date:

Please complete the following. Include a recent photo of yourself.

1. Please describe how professional practice in the Geosciences has captured your interest, and why you have chosen it as your major field of study. (~200 words or less)
2. Please describe why you feel you have potential for contributions to the Geosciences profession in your future career. (~200 words or less)
3. Please ask a professor or college/university instructor who is familiar with your interest in the Geosciences to write a short letter (~200 words or less) supporting your application. This letter of support should be sent to [AEGDiversityScholarship@aegweb.org](mailto:AEGDiversityScholarship@aegweb.org). The email MUST have "YOUR NAME Scholarship Support" in the Subject Line and be received not later than January 31 of the award year.
4. Please have your official transcript sent directly from your school to [AEGDiversityScholarship@aegweb.org](mailto:AEGDiversityScholarship@aegweb.org). The email MUST have "YOUR NAME Official Transcript" in the Subject Line and be received not later than January 31 of the award year.

Please email this completed scholarship application to [AEGDiversityScholarship@aegweb.org](mailto:AEGDiversityScholarship@aegweb.org). The email MUST have "YOUR NAME Scholarship Application" in the Subject Line and be received not later than January 31 of the award year.

## **DIVERSITY GEOSCIENCES FIELD-TRIP GRANT APPLICATION**

Name of School:

Teacher's Name:

Teacher's Email:

Principal's or District Administrator's Name:

Principal's or District Administrator's Email:

School's Address:

School's City, State, Zip:

Grade-level(s) of students who will participate in this event?

About how many students will participate in this event?

About how many adult chaperones will accompany the students?

Approximate percentage of student who will participate in this field trip and who have Black, Hispanic or Latino/a, Pacific Islander, American Indian/Alaskan Native heritage?

1. Please describe the neighborhood setting of your school (i.e., big-city urban, big-city suburban, small city, small town, or rural) and the busing program (if any) for your school. (~100 words or less)
2. Please describe the cultural and economic settings of most of the families whose students will participate in this field trip. (First-generation immigrants? Middle class? Migrant workers? Homeless? Working poor? English-language learners/ESL? Established blue-collar? Tribal community? Foster youth? etc.) (~100 words or less)
3. What is the socio-economic level of most of your students who will participate in this field trip? (~100 words or less)
4. Please describe the general itinerary for this field-trip, such as stopping places and activities; geoscience features, processes, products, or professions seen; planned field experiences; focused free-time; and related assignments (before and after this field trip). (~200 words or less)
5. When will your field-trip be scheduled? (On a Saturday during the school year? Summer vacation? Spring break? Winter holiday?)

6. Please provide a reasonable estimate of expenses anticipated for this field-trip, such as a chartered bus, or fuel and a professional driver for the school's vehicles; lunches and snacks; admission fees to state or national parks, mineral collecting sites, or fossil-collecting sites; liability insurance for the teacher(s), the school and district, and volunteer chaperones; and other necessary expenses. If the budget proposed for the field-trip significantly exceeds the budget available from the AEG Foundation Diversity Fund, what other resources will you tap? (~200 words or less)
7. If needed, please include any other statement that explains how your proposal meets the intent and spirit of the AEG Diversity Youth Field-Trip Award. (~100 words or less)
8. Please provide the name and contact information for the person who will prepare a short article (~200 words), photos, and captions for those photos that will be taken during the field trip. This article will be published in the *AEG News* and *AEG Insider* publications for AEG Members.

Thank you for your interest in the AEG Diversity Youth Field-Trip Award. And good luck with your proposal!

Please return your proposal to: [AEGDiversityScholarship@aegweb.org](mailto:AEGDiversityScholarship@aegweb.org)

**APPENDIX THREE  
AEG FOUNDATION BOARD RESOLUTIONS**

07/12/2021 Initial Charter approved by the AEG Foundation Board of Directors