



Scholarship & Education Sub-Committee of Research & Education Committee

- Committee: Scholarship & Education Sub-Committee of Research & Education Committee
- Chairperson: Board Member
- Basic Function: The Scholarship & Education Sub-Committee is responsible for directing distribution of scholarship awards and grants for educational outreach activities supported by the TREE Fund.
- Members Include: The Scholarship & Education Sub-Committee reports to the TREE Fund Board. It is composed of 8-12 regular members, including at least two Trustees, and 4-6 people with strong educational and outreach skills and experience. Remaining members will be chosen to compliment the above members and assure that the interests and perspectives of all professional disciplines within arboriculture and urban forestry are represented. Committee members should have an interest in education and outreach and be able to evaluate the educational merit of proposals and scholarship applicants.

Committee members are limited to two full consecutive three (3) year terms, except under special conditions as approved by the Board of Trustees. Members whose terms expire are eligible to serve on the Scholarship & Education Sub-Committee again after a three year hiatus. The Committee Chair must be a TREE Fund Trustee appointed by the TREE Fund Board of Trustees. Non-Trustee members of the committee must be current members of ISA or own or work for a TCIA-accredited company. Professional Affiliates of ISA may nominate candidates to represent their organization. The Scholarship & Education Sub-Committee Chair selects committee members, with consultation from other committee members as appropriate. New members will be presented to the Board for approval.

Responsibilities: The Scholarship & Education Sub-Committee's responsibilities include:

- Developing requests for proposals (RFP) for education grant programs;
- Evaluating proposals submitted to the TREE Fund for educational soundness and applicability to education goals and the Mission of the TREE Fund;
- Recommending action to the Board; and
- Oversight of records of active and completed projects funded by TREE Fund.

Review Committee:

Review committees may be created by the Scholarship & Education Sub-Committee to oversee projects that require specialized knowledge and/or participation of grant partners. Review committees must include at least one Trustee and one member of the Scholarship & Education Sub-Committee, and may include a representative of the sponsor and other partners (if any). Review committees operate in a manner similar to the Scholarship & Education Sub-Committee to select programs and scholars, monitor progress and oversee program grants.

Conflict of Interest:

Any member of the Scholarship & Education Sub-Committee who has a personal or familial connection to any scholarship applicant will not participate in the review of any scholarship applications to that program during the funding cycle to which his/her friend/family applies. Any member of the TREE Fund Board of Trustees who has any personal or familial connection to a scholarship applicant must recuse him/herself from the discussion and vote within that funding cycle for that program.

Any member of the Scholarship & Education sub-committee who submits a proposal for funding consideration will not participate in the review of any proposals to that program during the granting cycle during which his/her grant is submitted. Any member of the TREE Fund Board of Trustees who has any interest, monetary or otherwise, in the proposed project must recuse themselves from the discussion and vote within that granting cycle for that program.