

**Central Texas African American Family Support Conference
Awards & Scholarships Committee Meeting**

Date: Wednesday, August 8, 2019
Time: 10am- 11:30am
Location: Conference Room 2, 1430 Collier St, Austin, TX 78704

Conference Call #: 877-226-9790
Access Code: Confirm # 5977320
Host Code: 4430 (only needed by meeting organizer)

All documents to support committee work may be found here: <https://ctaafsc.com/meetings/>

AGENDA

1. Welcome, Introductions & Announcements
2. Follow-Up Items from Previous Meeting
3. Responses from Award/Scholarship donors (Lady Jane)
4. Strategies for seeking nominations
5. Criteria for selecting award winners
6. Selection of Award Nomination Judges
7. Selection of Scholarship Application Screeners
8. Review rating tool
9. Conflict of Interest
10. Follow-up from 2018 nomination sheets

IMPORTANT DATES OF INTEREST:

2020 Conference Date/Location

Palmer Events Center

February 10, 2020 Set up
February 11, 2020 Day 1
February 12, 2020 Day 2

Planning Committee

Third Wednesday – August 21, 2019
11:30am – 1pm at 1430 Collier

Fundraising/Sustainability Committee

Fourth Wednesday - August 28
12- 1 pm

Program Committee

Second Tuesday - August 13
10:00 – Noon / Location TBD

Outreach & Marketing Committee

Second Wednesday - August 14
11:30 – 12:30 at 1430 Collier

Follow-up Items from Last Meeting

Lady Jane Acquah will reach out to current funders for clarification on topics such as self-nomination of applicants, financial need playing a factor in selection, transportation needs, Travis County residency and other specifications as may be appropriate to the funder, award or scholarship, and the recipient.

Website should offer the phone number or email address of Integral Care Staff who can provide assistance with completing the application, if needed.

Topic of changing verbiage throughout the website to convey people first and honoring language will be on the August Planning Committee agenda.

Vicky Coffee and Michele Bibby will reach out to people who nominated others for awards or scholarships.

Lisa Quinn will share the selection rating scale from previous conferences.