

## MEHA ENDOWMENT SPECIAL PROJECT AWARD CRITERIA

The Michigan Environmental Health Association (MEHA) is a professional organization focused on promoting environmental health through education. The MEHA Endowment Fund was created in memory of David H. McMullen, Ferris State University professor. The intent of the Endowment Fund is to broaden the scope of environmental health on a local, state, national, and international level.

The MEHA Endowment Special Project Award provides an opportunity for a MEHA member to obtain money for a special project. Two \$1,000 Project Awards will be available each year. Project awards will be granted based on the following criteria:

1. The applicant must be applying for funds for a special project or sabbatical that is closely related to environmental health or public health.
2. This Award is not for the purpose of supporting members travel or attendance at national conferences, organized training or tuition reimbursement. Funds shall not be used to supplement a member's income or provide payment for services rendered.
3. The applicant must be a current MEHA member in good standing, must have been a MEHA member during the 3 years prior to the application date and must be currently employed in the field of environmental health.
4. The applicant shall submit a written request for funds to the Endowment Committee Chair at least 30 days before beginning the project or sabbatical. This request must include the scope of the project and how the award money will be utilized.
5. If the award is granted, the applicant shall incur all expenses then submit detailed receipts for re-imbusement.
6. After completion of the project the applicant shall write a summary. This summary shall cover the scope of the project and acknowledge the Endowment Fund Special Project Award. This summary shall be presented to the Endowment Committee and the MEHA Executive Board. The summary shall then be submitted for publishing to the MEHA Quarterly Journal and the MEHA Website. The applicant is encouraged to make a presentation at the next MEHA Annual Educational Conference (AEC).
7. All proposals will be reviewed by the Endowment Committee and are subject to final approval by the MEHA Executive Board.

*All Endowment Fund Special Project Award requests shall be submitted to:*

Community & Neighborhood Services  
c/o Tricia Dreier, Endowment Committee Chair  
270 River Avenue  
Holland, MI 49423  
Phone # 616-355-1339  
Fax # 616-546-7044  
E-mail [tdreier@meha.net](mailto:tdreier@meha.net)