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**CALIFORNIA ACADEMY OF  
NUTRITION & DIETETICS FOUNDATION**

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**CALIFORNIA ACADEMY OF NUTRITION AND DIETETICS  
FOUNDATION  
Phyllis S. Howe  
DISTRICT BOARD MEMBER AWARD  
APPLICATION PROCEDURE**

The California Academy of Nutrition and Dietetics Foundation (CANDF) Phyllis S. Howe Award is granted to a California Academy of Nutrition and Dietetics (CAND) District Board Member for the purpose of attending FNCE or PPW.

All applicants must be a current member of the Academy of Nutrition and Dietetics and requires specific CAND District Board Member service (Bay Area District, Diablo Valley District and Silicone Valley District, rotating every 3 years).

**APPLICATION INSTRUCTIONS**

The completed application and supporting materials are to be submitted to the CAND Central Office **by May 1, 2017**, via email to Pat Smith ([scholarships@dietitian.org](mailto:scholarships@dietitian.org)), with the last name of the applicant followed by HOWE DISTRICT BOARD MEMBER AWARD in the subject line. All documents must be in ONE (1) **pdf** file. The **pdf** file should be submitted in the following order:

- 1) Application Form
- 2) Letter of Application and a Resume from the applicant. The Letter of Application should include a discussion of District Board Member activities to-date.
- 3) Two Letters of Recommendation from Registered Dietitians that are from your current District.
  - References should address the applicant's District Board Member performance and potential for successful leadership at the District or State level.
  - For a confidential letter, please ask the recommender to email the Recommendation Letter and Recommendation Form directly to [scholarships@dietitian.org](mailto:scholarships@dietitian.org) with the applicant's last name in the subject line.

**Award Criteria**

**Membership in Academy of Nutrition and Dietetics is required**

**District Board Member (One \$2000 scholarship)**

1. Bay Area District (BAD) Board Member.
2. Funds will be provided to attend FNCE or PPW (via reimbursement or up-front pay). Proof of attendance and a one-page report of highlights from attending FNCE or PPW must be submitted within 30 days to the BAD President.



**TO THE APPLICANT: PLEASE COMPLETE THE FOLLOWING:**

NAME \_\_\_\_\_  
 (last, first, middle or maiden)

**The applicant should sign and date one of the following statements:**

1) I wish to have access to this Recommendation Letter and I understand that under the Family Education Rights to Privacy Act of 1974, 20 U.S.C.A. Par. 1323 g (a) (1) and P.L. 397 of 1978, I have the right to read this Recommendation Letter.

Applicant's signature \_\_\_\_\_ Date \_\_\_\_\_

2) I wish this letter to be confidential and I hereby waive any and all access rights granted me by the above laws to this recommendation.

Applicant's signature \_\_\_\_\_ Date \_\_\_\_\_

In submitting this application for review, I agree:

- \* That the information contained in it is true, to the best of my knowledge.
- \* I have attached ONE (1) **pdf file** in the following order:

- \_\_\_\_\_ Application Form
- \_\_\_\_\_ Letter of Application and Resume
- \_\_\_\_\_ Two Letters of Recommendation from Registered Dietitians that are from the Bay Area District.

\_\_\_\_\_  
 Applicant's Signature

All applications must be received, via email as ONE (1) **pdf** file, no later than **May 1, 2017**.

Please email applications to: [scholarships@dietitian.org](mailto:scholarships@dietitian.org)

If you have questions: Contact Pat Smith in the CAND Central Office  
[patsmith@dietitian.org](mailto:patsmith@dietitian.org) or 310.822.0177