



**CALIFORNIA ACADEMY OF
NUTRITION & DIETETICS FOUNDATION**

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Phyllis S. Howe
DISTRICT BOARD MEMBER AWARD
DAIBLO VALLEY DISTRICT (2017-2018)
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, 2018**, via email to Pat Smith (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 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. Diablo Valley District (DVD) 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 DVD 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 Diablo Valley District.

 Applicant's Signature

All applications must be received, via email as ONE (1) **pdf** file, no later than **May 1, 2018**.

Please email applications to: scholarships@dietitian.org

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