

# **AEG FOUNDATION**



## **CHARTER**

### **BEARDSLEY-KUPER GEOLOGY FIELD CAMP SCHOLARSHIP FUND**

FUNDING FIELD CAMP COSTS FOR ENGINEERING AND ENVIRONMENTAL  
GEOLOGY STUDENTS

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## THE PURPOSE OF AEG FOUNDATION FUND CHARTERS

An AEG Foundation Fund Charter is a document adopted by the Foundation's Board of Directors. It describes (as applicable)

- the history of a fund,
- donor intent,
- the purposes for which the fund may and may not be used,
- the Board's goals for the fund,
- administrative operating criteria, and
- financial operating criteria.

A Fund Charter demonstrates the Board's commitment to prudent management of the Foundation's resources and compliance with applicable accounting and legal standards. Within the framework of AEG Foundation governance, a Fund Charter is a policy document that may be amended or interpreted by the Board through a simple majority vote. A Fund Charter may refer to other documents that further describe the history, nature, and operations of a fund. Formal Resolutions of the Board that apply to a particular fund are attached to the Fund Charter in an appendix.

This Charter revision for the Beardsley-Kuper Geology Field Camp Scholarship Fund of the AEG Foundation was duly adopted by the Board of Directors of the AEG Foundation on April 9, 2011.

By:

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William K. Smith, Secretary

# **FUND CHARTER**

## **AEG FOUNDATION BEARDSLEY-KUPER GEOLOGY FIELD CAMP SCHOLARSHIP FUND**

### **PURPOSE AND SCOPE**

The AEG Foundation Beardsley-Kuper Geology Field Camp Scholarship Fund was established by the AEG Foundation on September 22, 2009 to support direct costs associated with Geology Field Camps by students. Initial funding was provided by a gift from Ms. Cathryne Beardsley. Appendix One to this Charter will list fund growth and disbursements.

The purpose and scope of the AEG Foundation Beardsley-Kuper Geology Field Camp Scholarship Fund, developed in cooperation with the original donors, is:

*We desire that the Beardsley contribution be designated for a scholarship program for summer geologic field camp studies and be named the **Beardsley-Kuper Geology Field Camp Scholarship**. We are concerned that numerous colleges are making the summer field camp an elective course in the required geology curriculum and that the role of the field camp as a foundation of the undergraduate experience is fast fading in importance.*

*It is our desire to make this scholarship available to undergraduates and post baccalaureate students on a yearly basis with a scholarship award of about \$3,500 a year per student (we desire to fund the field camp cost at an accredited school), utilizing both the principal and interest in the fund. We desire that the students that apply are AEG Student Members, and complete an application similar to the AEG Foundation Tilford and Stout Scholarships, including two professor references and completing an essay discussing their future goals and how the geology summer field camp is applicable.*

*We desire that part of the selection criteria include the field skills taught at the specific accredited school field camp with emphasis on traditional detailed mapping and rock descriptions, as well as newer mapping techniques with GPS and GIS techniques incorporated into the daily routine. Where possible, priority should be given in selection of a student for the award, who would desire to take a field camp preparing the student for the specific occupation as an Engineering or Environmental Geologist, with the field camp teaching engineering and environmental geology techniques such as drilling methods and sampling techniques. We also desire that either the student be given the cash award upon successful completion of the field class or the award paid directly to the school for the student's field camp tuition, including room and board costs.*

The Board finds that the Beardsley-Kuper Geology Field Camp Scholarship Fund Purpose and Scope made a part of this Fund Charter are consistent with the Foundation's mission and authority. The Board believes that the Beardsley-Kuper Geology Field Camp Scholarship Fund serves a valid need, supporting students attending geology field camp, that will advance scientific knowledge in the profession of environmental and engineering geology. In adopting this Fund Charter by motion at the AEG Foundation Board of Directors meeting on (date), the Board accepts the purpose and scope stated above.

## **FUND ADMINISTRATION AND OPERATION**

### General Conditions

Grants from the AEG Foundation Beardsley-Kuper Geology Field Camp Scholarship Fund are intended to support geology field camp costs with applied environmental and engineering geology that will be useful to the student's future profession as an engineering or environmental geologist. Grants from the Beardsley-Kuper Geology Field Camp Scholarship Fund may be used by recipients to support the direct costs of the field camp tuition as well as meals and lodging. The Beardsley-Kuper Geology Field Camp Scholarship Fund does not support the purchase or maintenance costs of field equipment and any costs associated with travel to the field camp. In keeping with the Internal Revenue Code classification of the AEG Foundation as a 501(c)(3) charitable organization, the Foundation will not make grants supporting publications that are designed to be used to influence political decisions or processes. The AEG Foundation Board of Directors will make all decisions regarding grants from the Beardsley-Kuper Geology Field Camp Scholarship Fund in its sole discretion.

Consistent with Board Resolution No. 2006-1 (adopted on May 26, 2006), accounting terminology used in this Fund Charter is intended to conform to Statement of Financial Accounting Standards (SFAS) No. 117, published by the Financial Accounting Standards Board (1993).

In applying for a grant from the AEG Foundation, the grant applicant agrees to abide by the terms of the Grant Application and Agreement, and to

- use the funds received from the AEG Foundation directly for the proposed use
- use the funds in accordance with applicable law and regulation
- avoid activities in the use of the funds that would jeopardize the AEG Foundation's tax-exempt status,
- track the receipt and expenditure of grant funds in its bookkeeping and accounting system in a way that provides a clear audit trail demonstrating compliance with

- appropriate accounting standards and the terms of the Grant Application and Agreement,
- provide the Foundation with a written final report that documents and describes the geology field camp experience and demonstrates compliance with grant conditions,
  - acknowledge the support of the AEG Foundation in any publications and presentations that make use of the work supported by the grant, and
  - provide the Foundation with one paper copy or offprint of any publication that incorporates work supported by the grant, and with references to any electronic publication that incorporates work supported by the grant.

Additional grant conditions are imposed on each grant as appropriate through the mechanism of the Grant Application and Agreement.

Beardsley-Kuper Scholarship grants are not payment for services and are intended by the Foundation to be “qualified scholarships” as defined by the Internal Revenue Service. The AEG Foundation shall issue IRS Forms 1099 to scholarship recipients in accordance with IRS regulations. Recipients will be asked to provide the necessary information to complete the Form 1099 upon receipt of their grant. Recipients should consult their tax advisors regarding taxability of the grant.

#### Donor Intent

Recognizing donor intent, the establishing gift to the AEG Foundation is classified as a Temporarily Restricted Net Asset. The donor places no restrictions on “spending down” the gift. Unless otherwise stated by the donor, additional gifts will be Unrestricted Net Assets.

#### Management and Operational Protocols for the AEG Foundation Beardsley-Kuper Geology Field Camp Scholarship Fund

Recognizing the value of structured management of the funds, the Board adopted this Fund Charter and these protocols for the management of the AEG Foundation Beardsley-Kuper Geology Field Camp Scholarship Fund assets by a motion approved at its April 9, 2011, meeting.

The fund management protocols represent a desire by the Board to achieve long-term stability in the administration of the Foundation’s assets and consistency in the administration of its funds and programs.

#### *Beardsley-Kuper Geology Field Camp Scholarship Fund Management Protocols*

1. The Board will at least annually review the Beardsley-Kuper Geology Field Camp Scholarship Fund balance and the allocation to asset classes recognized in SFAS No. 117.
2. All earnings of the Beardsley-Kuper Geology Field Camp Scholarship Fund are Unrestricted Net Assets.

3. The Foundation may accept donor-designated gifts to the Beardsley-Kuper Geology Field Camp Scholarship Fund that have a time or purpose limit consistent with this Charter. These donations are Temporarily Restricted Net Assets, and earnings from them are Unrestricted Assets. The Board's Gift Acceptance Policy will apply.
4. Identifiable costs directly related to the operation of the Beardsley-Kuper Geology Field Camp Scholarship Fund may be expensed to the fund.

The Board may assess an operational support fee on gifts to the Beardsley-Kuper Geology Field Camp Scholarship Fund to assist in funding the Foundation's general administrative and fundraising functions.

*Beardsley-Kuper Geology Field Camp Scholarship Fund Operational Protocols*

1. The Foundation contemplates funding scholarships that can be carried to completion within one year of initiation unless specific exception is approved by the Board.
2. The expected grant value is about \$3,500.00.
3. Grant applications will be reviewed by a Selection Committee, which will make a recommendation to the Board. The Board of Directors shall approve the appointment of the chair of the selection committee.
4. Grants will be approved or further conditioned only by approval of a motion made at a board meeting.
5. Grant applications should be received at least 90 days before funding is required.
6. The Foundation may disburse grants in stages, depending on progress made.

## **GOALS ADOPTED BY THE BOARD OF DIRECTORS**

### Long-Term Use of the Beardsley-Kuper Geology Field Camp Scholarship Fund

The life of the Beardsley-Kuper Geology Field Camp Scholarship Fund will depend on spending rate, earnings, and additional donations to the fund. The original donor placed no restrictions on "spending down" the gift. Additional donations will be treated in like manner unless the donor specifically designates otherwise.

### Fund Balance and Spending Goals

Given the authority to "spend down" the fund, the Board does not establish any fund balance or rate of spending goals.

## **SCHEDULE FOR REVIEW OF CHARTER, FUND OPERATIONS, AND GOALS**

The board may maintain this Charter unchanged or make revisions at any time. This fund Charter shall be reviewed by the Board of Directors at least every five years, on a

schedule to be determined by the Board. The Programs Committee shall prepare a review report with recommendations for consideration by the board at that time. The Board may reclassify net assets described in this Charter under the concepts of SFAS 117 if additional information is brought forward justifying such reclassification.

## REFERENCE

Financial Standards Accounting Board, 1993, Financial Statements of Not-for-Profit Organizations, Statement of Financial Accounting Standards No. 117. 70 pages.

## APPENDIX ONE

### APPENDIX ONE BIOGRAPHICAL SKETCH OF CATHRYNE BEARDSLEY

**Ms. Cathryne Beardsley** was born into an old Arizona family on a cattle ranch where she learned to ride, herd cattle and grow crops. She lived in many places including the northwest, the south, Japan and the Philippines and worked in New York City as a model, but always came back to her native Arizona. She is the mother of Dorian Kuper (Past AEG President) and mother-in-law of Tom Kuper (AEG member and AEG Foundation Director). She supported Dorian through her schooling and was especially supportive of her attending summer field camp. Cathryne continued to be supportive of Dorian and Tom as they traveled to various countries on landslide field trips, having joined them herself on one in Spain!

Cathryne's life lessons stem from her roots in Arizona, modeling, traveling and living within various cultures as well as her "hands on" experiences. She was an avid rock hound, not feeling shy to pick up a rock hammer to dig out a specimen from an outcrop. Her idea of a camping trip was to camp among the rocks or visit old mine sites to bring home "pretty rocks". As a result, her home was surrounded by "pretty rocks" both inside and out, which she collected over the years. Cathryne saw the love Dorian and Tom have for geology, for mentoring students and for the field. Her contribution to the AEG Foundation Fund will help support future geologists secure a solid summer field camp experience which is so important to the basics of geology.

## APPENDIX TWO HISTORY OF DISBURSEMENTS

### **Beardsley-Kuper Scholarship Recipients**

2010 Anna Ahlstrom, Appalachian State University  
2011 Corey Burkett, West Virginia University

## APPENDIX THREE

### BOARD RESOLUTIONS AND MOTIONS

04/09/2010 Initial Charter approved by Board of Directors.  
02/18/2011 Schedule for Charter review changed to even-numbered years.  
04/09/2011 Gifts and earnings reclassified as Unrestricted Net Assets.  
Selection committee chair to be approved by Board of Directors.  
Schedule for Charter review changed to at least every 5 years.