

**The Gainesville Academy of Nutrition and Dietetics**

**Susan McKenzie Brown Scholarship Application Guidelines**

**Purpose**

This scholarship fund was established to recognize and honor Susan McKenzie Brown, MS, RD, LDN, an exceptional registered dietitian. Susan was an outstanding practitioner in the Gainesville District, site preceptor, educator, role model and mentor to numerous dietetics students. She also contributed many hours of volunteer service to the Gainesville District Dietetic Association and the Gainesville community. This scholarship is to be awarded to a student member of the GAND for the purpose of covering their annual Academy of Nutrition and Dietetics (AND) student dues for the upcoming membership year. The scholarship recognizes students based on their volunteer work or community service experience. The scholarship also helps to foster student participation in GAND, the Florida Academy of Nutrition and Dietetics (FAND), and the Academy.

**Eligibility**

Individuals must meet the following criteria in order to be considered for the scholarship. Individuals must:

* Be a full- or part-time student at the time of application
* Be current members in good standing of GAND
* Complete the application and submit to GAND by the required deadline date (see below)

Students may apply more than once for the scholarship (i.e., multiple years) but can only receive the scholarship once.

**Description of Scholarship Award**

The scholarship will consist of the amount needed to pay for a 1-year student membership in the Academy of Nutrition and Dietetics (currently $58.00). The scholarship will be given for the upcoming membership year. In other words, the scholarship will be awarded in April to apply to the AND membership year that begins June 1 of that year. Applicants who meet the eligibility requirements but who will not be eligible for the AND student membership because they do not meet student status for the upcoming membership year can apply their scholarship toward their professional level AND membership and must follow the guidelines below under “Notification of Scholarship”.

**Application**

Applicants must complete and submit the official application (posted on the GAND website) to GAND. The deadline for application is **March 31st** of the year of selection. All materials must be **received** by this date (not postmarked). Any applications received after this date will not be considered.

**Selection Criteria**

It is the responsibility of the GAND Nominating Committee to review all applications and select the recipient of the scholarship. The selection committee should consist of at least three individuals from the Nominating Committee. If the Nominating Committee does not have three members, it is the responsibility of the Nominating Committee chairperson to enlist other GAND Board member(s) to serve on the selection committee. Dr. Gail P.A. Kauwell, as the nominator and establisher of the scholarship, shall receive a courtesy invitation to assist in the review and selection process if she chooses. The decision of the selection committee is final and not subject to appeal. A scholarship will be awarded each year unless funds are deemed not available.

The primary criteria for the scholarship is the applicant’s volunteer or community service experience. This will be determined from the application materials including the applicant’s own statements regarding their volunteer and community service experience as well as their referral form. The selection committee has the authority to determine how they will score the applications for consideration and selection. However, the selection committee should take into account the applicant’s progress in their academic career. In other words, a master’s degree student would have had more opportunity to perform community or volunteer service compared to an undergraduate junior and this should be considered when reviewing applications.

**Notification of Scholarship**

The recipient will be notified via email or phone by **April 28th**  of the selection year. The recipient will be recognized at the final meeting of the year and also on the GAND website, social media platforms (Facebook, Instagram) and newsletter. Recipients have the option to receive their scholarship one of two ways:

* Recipients can be reimbursed for AND dues already paid for the upcoming membership year (i.e., June 1 of the selection year). The recipient will provide proof of dues payment to the GAND Treasurer in the form of a receipt or other notification of payment from AND or copy of a canceled check or credit card statement clearly indicating that payment was put toward AND membership dues. GAND will then reimburse the recipient directly.
* Recipients can receive a check from GAND to pay for an AND membership not yet paid. This option will assist those students who do not have the means to pre-pay their AND membership. In this case, the recipient will be provided with a check payable to “The Academy of Nutrition and Dietetics” which would accompany their AND membership application form. It is the recipient’s responsibility to submit their membership application and payment to AND on time. Any late payment fees assessed by AND are the sole responsibility of the recipient.