



Kate Biedron Memorial Fund –Task Force Report

Background

In May of 2020, by order of the 2020 NEWEA President, Jennifer Kelly Lachmayr, the Kate Biedron Memorial Fund Task Force was established. The mission of the Task Force was to establish a partnership between NEWEA and the CDM Smith Memorial Fund, in perpetuity, to honor the memory of Kate Biedron, an active NEWEA member, industry leader, professional engineer, mentor, and friend.

Task Force Members

Mary Barry – NEWEA, Amy Corriveau – CDM Smith, Tim Dupuis – CDM Smith, Kevin Garvey – Wright-Pierce, Meg Tabacsko – MWRA

Proposed Initiatives

The proposed initiatives are summarized below, for additional details on each initiative see the descriptions sheets following the identification of Funding Sources below.

- **Enviroscape** (portable interactive environmental education model on issues that affect the environment) – to promote interest in the fields of engineering in elementary school students and for community education, the Kate Biedron Memorial Fund will purchase a Drinking Water and Wastewater Model to donate to the Dracut Public School System.
- **Kate Biedron Memorial Fund Scholarship** – to promote interest and advancement of students entering or enrolled in a Massachusetts based public university in the fields of environmental and/or civil engineering.
- **Workforce Development Program** – to enhance diversity and inclusion in the water sector, work with NEWEA’s Workforce Development Committee in developing and funding a mentoring program to identify students from underserved minority groups who are interested in professional careers in the water industry.

All initiatives will be dependent on funds raised. Fundraising Kick-Off planned for 2020 NEWEA Annual Conference. The Task Force will remain a Task Force through May of 2023 or until the fund is self-sustaining.

Meg will join the Workforce Development Committee and act as a liaison. Tim, Amy, and Kevin will work with NEWEA’s Scholarship Committee to solidify scholarship details and serve on scholarship selection committee.

The Task Force will work with the NEWEA office to prepare press releases and social media notifications related to the initiatives.

Funding Sources

The Task Force has established a fund-raising goal of \$60,000 (stretch goal of \$100,000) in order to achieve the desired annual gifting goals. Fundraising kick-off efforts and campaigning are planned for



2020 NEWEA Annual Conference and donations will be categorized according to donation level. The Task Force has drafted sample language for the categories (see section: Kate Biedron Memorial Fund – Donation Levels) and is exploring other incentives to promote donations.

- Primary Fund-Raising Campaigning Ideas:
 - Annual request for giving associated with an event (fall meeting each year)
 - Golf tournament proceeds (CDM Smith, NEWEA, other)
 - Other

Initiative 1 – Enviroscape

Purpose

Promote interest of elementary school students in the fields of engineering by supplying Enviroscape Drinking Water & Wastewater Treatment Models to the Dracut School District.

Funding

- Funding Frequency: One-time expenditure; future investments considered only after Kate Biedron Memorial Fund exceeds \$100,000
- Enviroscape Model Costs
 - Each Drinking Water and Wastewater Model costs \$1,486 with the carrying case included: <https://www.envirosapes.com/product/drinking-water-wastewater-treatment-education-model/hands-on-models>
 - Initially, one Enviroscape will be delivered to the Dracut school district. Once the Kate Biedron Memorial Fund achieves a fund balance of \$100,000 and after the annual scholarships are paid out, an additional Enviroscape will be purchased for the NEWEA Youth Education Program.
 - This is intended as a one-time expense though if Dracut or NEWEA were to show high value from this endeavor, additional Envirosapes or similar models could be purchased at a later date and time.

Eligibility

- The intended use of the Enviroscape will be to promote STEM within the elementary schools of Dracut, MA. The Dracut, MA school district is comprised of the following schools:
 - Brookside Elementary School
 - Joseph A. Campbell Elementary School
 - George H. Englesby Elementary School
 - Greemont Avenue Elementary School
 - Justus C. Richardson Middle School
 - Dracut High School

Application Process

- NEWEA will purchase and donate the equipment directly to the school district.



Raising Awareness/Gaining Applicants

- Include a short write up in an upcoming NEWEA newsletter or email documenting the expenditure of money to raise awareness for clean water in local high schools.
- NEWEA can solicit for local members to volunteer and promote STEM

Timeline

- The Enviroscape for the Dracut, MA elementary schools shall be purchased in summer 2021 for delivery to the school district prior to September 2021.
- The Enviroscape for NEWEA will be purchased the summer after the Kate Biedron Memorial Fund Achieves a fund balance of \$100,000.

Initiative 2 – Memorial Scholarship

Purpose

Promote interest and advancement of students in the fields of civil and/or environmental engineering. Applicants are limited to one award per year and no more than two awards per applicant.

Funding and Value of Scholarships

- Funding Frequency:
 - Annual
 - Number of awards: initially one but goal of two scholarships annually, depending upon the available funds
 - Value of awards: target of \$3,000 minimum, larger amounts or more scholarships based on funding availability

Eligibility

- Limited to applicants that are entering or enrolled in a Massachusetts-based, public college with a civil or environmental engineering program.
 - Current Massachusetts Public Engineering schools include UMass Amherst, UMass Boston, UMass Dartmouth, UMass Lowell, Mass Maritime Academy and Fitchburg State University.
- Incoming freshman that have been accepted into one of the above schools in an engineering program or sophomores enrolled in one of the above schools engineering programs.
- Civil or environmental engineering major.

Application Process

- Utilize an application form tailored for the scholarship.
- Post application on webpage/link on NEWEA.org

Raising Awareness/Gaining Applicants

- Distribute program materials to NEWEA members as part of newsletters and normal communications.



- Reach out to each of the eligible engineering schools via Dean of Engineering
- Guidance counselor network
 - Dollars for scholars
 - Fastweb.com
 - Scholarship Owl
- Other

Evaluation Criteria

- Grades/Academics – 25 points
- Essay on Interest in Engineering – 25 points
- Work Experience – 25 points
- Extracurricular Activities with an emphasis on volunteer work – 25 points

Grades (25 points)

- Determine the cumulative GPAs using transcripts, weighted average (A = 25, B =20, C =15)

Essay on Interest in Engineering (25 points)

- Score up to 4 points for submitting essay.
- Score up to 5 points for neatness, format and proper spelling/grammar.
- Score up to 8 points for response to why applicant wants to be an engineer.
- Score up to 8 points for uniqueness.

Work Experience (25 points)

- Score up to 10 points for any employment during the last three years.
- Score up to 5 additional points if work experience was in any way involved with the building industry, industrial work, general engineering practice, public agencies, etc.
- Score up to 5 additional points if employment was in the consulting engineering field or in an engineering capacity for an industry or public agency.
- Score up to 5 additional points for any part-time work, work study or practicum while attending for credit classes.

Extra-Curricular Activities (25 points)

- Student Organizations (10 points maximum)
- Community Activities (10 points maximum)
- Organized Athletics (5 points maximum)

Judges Panel (5 member panel)

- 3 members of the Memorial Task Force
- NEWEA Scholarship Committee Chair
- NEWEA President or designee
- Panelists that are related to applicants shall recuse themselves from the evaluation



Timeline

- Application process is open from September 1 – December 15
- YEAR 1 (2020) NO AWARD JUST MAKE AN ANNOUNCEMENT IN 2021
- For rising college sophomores, evaluation must be complete by January 15 to make award(s) at the NEWEA Annual Conference
- For incoming freshman, evaluation must be complete by March 15 to make award(s) at NEWEA Spring Conference

Initiative 3 – Workforce Development Program

Status

On hold. Will be considered in the future after the NEWEA Workforce Development Committee has progressed with program development.

Purpose

To enhance diversity and inclusion in the water sector, work with NEWEA’s Workforce Development Committee in developing and funding a mentoring program to identify students from underserved minority groups who are interested in professional careers in the water industry.

Funding

Only after the Kate Biedron Memorial Fund achieves a fund balance exceeding \$100,000 will the Workforce Development Program (“Program”) be a potential beneficiary. Further details related to the Program will be forthcoming from the NEWEA Workforce Development Committee. Ideas include funding a Program recipient’s travel and expenses to participate in the development program. It is envisioned that once the Fund achieves the baseline funding of \$100,000 and the NEWEA Workforce Development Committee has defined a Program, it will submit a request to the Kate Biedron Memorial Fund Task Force, with details of the funding requirements, frequency, application process, for consideration and approval.



Kate Biedron Memorial Fund – Donation Levels

Sponsorship Categories



Donation (Heart Emoji)

- \$1 - \$99



Wooooo Hooooo!!!

- \$100 - \$249
- Recognized on the website



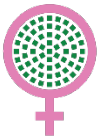
Kick Butt

- \$250 - \$499
- Recognized on the website and Kate Magnet (1)



A-Team

- \$500 - \$999
- Recognized on the website and Kate Magnet (2)



Sewer Girl

- \$1,000 – \$2,499
- Recognized on the website and Kate Magnet (4)



You Rock

- \$2,500 - \$4,999
- Recognized on the website and Kate Magnet (10)



Superstar

- \$5,000 +
- Recognized on the website and Kate Magnet (25)

Options

- One-time donation
- Reoccurring donation – Monthly or yearly
- Pay credit card processing Fee



Responses to NEWEA Treasurer Questions

1. Who decides what, and when expenses are paid out of the fund? (could be a separate Board -- probably too cumbersome and involved, maybe the NEWEA SMT, or even just the NEWEA Exec Director, but some mechanism to make those decisions should be established.

A - This would be the Task Force, and any successor organization/entity if/when we dissolve.

2. Is this going to be an ongoing endowment type fund?

A - Yes, we're trying to raise enough capital to sustain ongoing scholarships and other activities.

As opposed to a fund where donations are made in Kate's name and they are expected to be spent in the year given. If the task force hopes for a sustaining fund that will generate, say a scholarship each year on some saved principal, then the group needs to think about investment and how those get managed -- much more complicated!

A - Agreed, we need to invest it in some manner to have it gain more than a minor interest-bearing account at a bank.

3. If there are funds available, but the funds are not sufficient to fully fund something (say a project or scholarship, etc.) then what happens to the funds, does the task force just expect NEWEA to make up the difference (i potential sticky wicket!).

A - NEWEA should not fund something on behalf of this Fund. We fund what we can afford to keep the fund sustainable with the intent to always support the scholarship at a minimum.

4. What happens if an unexpected bid donation comes in?

A - We are uncertain why this would be an issue with a dedicated account or fund, any donations would go into that account.