

FACAA Education Foundation

Committee Responsibilities: This committee is responsible for soliciting funds and administering awards for the FACAA Education Foundation. The committee also organizes the FACAA Educational Foundation Breakfast at the FAEP Annual Meeting.

Contact (sponsor): Chip Blalock, Sunbelt Agricultural Exposition, 290-G Harper Blvd., Moultrie, GA 31768, Tel. (229) 985-1968, Fax (229) 890-8518. Contact Chip and let him know the time and location of the FACAA Breakfast this year. Ask if they intend to support us with the \$750 donation to FAEP this year. Also provide directions to the location and ask who will be attending. Coordinate any giveaways that he wants to provide. Send him a thank you letter after the program. Let the FAEP Fund Raising Chair know if you are successful obtaining funds.

FAEP Facilities chair if the contact to coordinate the breakfast facilities and costs. Occasionally in the past the FACAA Board of Directors has chosen to go to a restaurant near the hotel for this to save money.

Other responsibilities include: design and print program with FACAA logo. You will need to ask someone to do the invocation. The program is a good time to solicit funds for the FACAA Education Foundation. This has generated a few hundred dollars each time in the past. Have someone there prepared to do receipts if someone asks.

Monthly Duties:

October – November: Welcome committee members and outline expected duties and timeframe. Send thank you to breakfast sponsor (currently Sunbelt Agricultural Expo, contact Chip Blalock).

December:

January:

February:

March:

April:

May: Confirm organizational details of Educational Foundation Breakfast, including contacting sponsor, deciding on location of breakfast, coordinate details with FAEP Facilities chair. Inform the FAEP Annual Meeting Fundraising Chair of sponsor(s) and funds committed. Confirm the educational

breakfast meal charge and inform the FAEP Annual Meeting Registration Chair of the amount to be included on the registration form.

June:

July: Submit committee report to Chair of FACAA Annual Report.

August:

September: Chair FACAA Educational Foundation Breakfast generally held at FAEP Annual Meeting

Important Deadlines:

- ✦ May - Confirm details of Educational Foundation Breakfast. Confirm sponsor(s) for FACAA Educational Foundation Breakfast by this date.
- ✦ July - Submit committee report for FACAA Annual Report.

Awards and Plaque Information: N/A