



## MINERS GIVE BACK AWARD Guidelines and Procedures



**Overview** The Miners Give Back Award is for the recognition of SME Section community service and/or other humanitarian outreach activities. This award recognizes the outstanding efforts of an SME Section for their accomplishments in community service and humanitarian outreach by members of the mining/mineral community to serve the mission of Miners Give Back.

**Timeline** The Miners Give Back Award typically adheres to the following timeline:

Due Date	Task
April 1	Call for applications
June 1	Application deadline
June 30	Committee chair provides qualified applications to members of committee
July 15	First round of voting complete; committee chair schedules conference call to discuss results (if needed)
July 25	Second round of voting complete (if needed)
August 1	Recipient Section name and citation provided to awards coordinator
September 15	Recipient Section is notified
SME Annual Conference & Expo	Award is presented at the SME Foundation Annual Gala Dinner

**Applications** To be considered for the SME Foundation Miners Give Back Award, the Section must submit an SME Section Activity Project Report for each community service project and/or humanitarian outreach project:

1. SME Section Activity Project Report, one for each project, detailing the individual activity and/or humanitarian outreach project for consideration.
2. SME Section supporting documents to include photos, etc.

**Administration** The SME Foundation Miners Give Back Award is administered by the Miners Give Back Committee under the direction of the SME Foundation Trustees. The Miners Give Back Committee consists of members appointed based on volunteers from the Board of Trustees. Consistent with the SME Foundation bylaws, at least two members of the Committee must be Trustees of SMEF; remaining members may be volunteers chosen from the SME membership or Trustees, at the discretion of the SMEF Nominating Committee. Awards are made to the Section, and will be administered at the discretion of the winning Section.

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<b>Selection of Recipients</b>	<p>The selection of the SME Foundation Miners Give Back Award recipient Section is based on the following criteria:</p> <ul style="list-style-type: none"><li>• Application completeness and overall quality.</li><li>• Community engagement and long-term impact.</li><li>• Project safety plan.</li><li>• Section member volunteer involvement.</li><li>• Person total volunteer hours.</li></ul>
<b>Award</b>	<p>The SME Foundation Miners Give Back Award will consist of a framed certificate, a \$2,000 award to the SME Section, one complimentary Conference registration and up to two tickets to the SME Foundation Annual Gala Dinner with VIP seating.</p>
<b>Presentation of the Award</b>	<p>The Miners Give Back Award will be presented at the SME Foundation Annual Gala dinner, held in conjunction with SME's Annual Conference &amp; Expo.</p>
<b>Funding</b>	<p>All necessary expenses incurred with regards to production and presentation of the Miners Give Back Award shall be the financial responsibility of the SME Foundation (SMEF). The SMEF will not be responsible for costs incurred by members or the Section for the project.</p>
<b>Amendments</b>	<p>These guidelines may be amended by the Miners Give Back Award Committee, subject to the approval of the SME Foundation Trustees and SME Board of Directors. Any such amendments must be reflected in all appropriate award documentation.</p>
<b>Questions</b>	<p>Questions may be directed to: SME Foundation Phone: 303-948-4200 Email: smefoundation@smenet.org</p>

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