Committee Progress Report
NOTE: ** = Required Field

**Type of report being submitted:** Committee Progress Report

**Date:** February 20, 2013

**Committee Name:** Shirley Olofson Memorial Award Committee

**Supervising Board Member:** Megan Hodge, NMRT Leadership Development Director

**Chair, Co-Chairs, Assistant Chairs:** Easter DiGangi, Chair

**Committee members:**
Gail Shimokawa
Heather Thompson
Jenna Goodall
Kristin Jacobson
Mary Oberlies
Michael Mungin
Nicole Brock

**Activity in Current Reporting Period**

a) **Projects completed** (For example, any procedures, tip sheets, checklists, etc. created during this period):
   The committee solicited applications for awards, gathered applications, have reviewed and scored applications, chose a recipient, notified the recipient, and notified those not chosen.

b) **Projects in progress but not yet completed:**
   - Confer award
   - Press release
   - Change the "Current/Past Winners webpage
   - Review the procedures/process with committee
**Action Items/Issues To Be Resolved** (What is left to do, based on your Planning Report? Have there been any substantial changes in plans since then? What items, if any, have been deferred until next year?): N/A

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Financial Report Section:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Your budget appropriation (see budget)</td>
<td>a. 0*</td>
</tr>
<tr>
<td>Amount which you have spent so far this year</td>
<td>b. 0</td>
</tr>
<tr>
<td>Your estimated additional expenses this year</td>
<td>c. 0</td>
</tr>
<tr>
<td>Total of amount spent and additional &quot;estimated&quot; expenses for this year</td>
<td>d. 0</td>
</tr>
<tr>
<td>Difference between budgeted amount and total expenses from above</td>
<td>e. 0</td>
</tr>
</tbody>
</table>

* Please note: Awards/scholarship money will be provided by alternative funding to the recipient in the form of a check once the recipient agrees to accept the award. The chair will work with the NMRT Treasurer to have a check sent in March 2013.

**Report submitted by:** Easter DiGangi

**Email address:** easter.digangi@uwalumni.com