



OFFICE OF THE VICE PRESIDENT - STUDENT AFFAIRS

OFFICE OF THE PRESIDENT
1111 Franklin Street, 9th Floor
Oakland, California 94607-5200

April 17, 2019

VICE CHANCELLORS FOR STUDENT AFFAIRS

Dear Colleagues:

I am writing to provide you with details on the 2019-20 UC Global Food Initiative (GFI) Student Fellowship Program. Contingent on confirmation of funding at the May Regents meeting, the Office of the President will provide each undergraduate campus with \$6,000 to fund two (non-need-based) student awards of \$3,000 each. LBNL and ANR will also receive \$6,000 respectively to fund two recipients at \$3,000 each. The awards may be given to undergraduate or graduate students to fund research fellowships or traditional internships focused on the initiative. As with past years, each location will administer the program locally so students' efforts can be aligned with local Global Food Initiative (GFI) projects.

In addition to the two GFI Student Fellows, each of the 10 campuses is to select one GFI Student Ambassador to lead engagement and communications efforts on that campus for the Global Food Initiative. To ensure that these representatives have the knowledge necessary to engage other students in the GFI, campuses are strongly encouraged to select a student who has previously served as a GFI Fellow. Ambassadors will receive a \$3,000 award, plus an additional \$500 budget for campus programming. The Ambassador appointment is intended as a dedicated role for a third fellow. Please see the attached document for additional information on the responsibilities of the GFI Student Fellows and GFI Student Ambassadors.

Systemwide activities for the program include:

- An orientation on July 8, 2019 at UC Santa Barbara. The orientation for the 2019-20 cohort will be a combined event (2019-20 cohort orientation + 2018-19 cohort symposium), bringing together both the incoming and outgoing GFI and CNI Student Fellows.
- A leadership retreat for GFI Student Ambassadors October 4-6, 2019
- A spring field trip in 2020
- A closing symposium and poster presentation to be held in conjunction with the CA Higher Education Sustainability Conference (CHESC) in June/July 2020.
- Additional activities may include quarterly conference calls, attendance at meetings of GFI leadership and participation in GFI-related activities in support of the initiative.

Please note, absent exceptional circumstances, that all GFI Student Fellows and Ambassadors are expected to attend the systemwide events. Given the timing of this year's orientation, campus application materials should note the July 8, 2019 orientation date and include an affirmative indication from the applicant that they are available to attend the event.

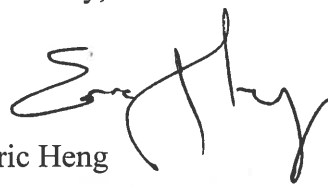
Please begin your application process for the 2019-2020 cohort now. Once funding for the program has been confirmed at the May 15th and 16th Regents meeting we will notify campuses. Upon receiving confirmation that the program is funded, campuses should be prepared to notify awardees of their selection, and to submit the following information **no later than May 24, 2019**:

- Student Name
- Student Status (Graduate Student/Undergraduate Student)
- Major/Program
- Student Email
- Brief project description

In addition, please also include contact information for the staff and/or faculty member that will serve as the supervisor or mentor for each student's Fellowship or Ambassador work. Funds will be transferred to your campus by June 30, 2019. Any unspent fellowship funds will need to be reported and returned to UCOP by June 30, 2020. If you have any questions about the program, please contact Administrative Analyst – Special Projects, Alina Tejera, at Alina.Tejera@ucop.edu.

The GFI Student Fellowship program has proven to be a very effective tool in engaging and energizing students' interest in supporting the UC Global Food Initiative and its work in the areas of food systems and sustainability. Thank you for your ongoing support of the program.

Sincerely,



Eric Heng
Assistant Director,
Student Development & Engagement

cc: Sustainability Directors
GFI Program Manager

Attachment: GFI Fellows and Ambassadors – Responsibilities

The purpose of the Global Food Initiative (GFI) Student Fellowship program is to engage and energize students' interest in supporting the UC Global Food Initiative and its work in the areas of food systems and sustainability. The fellowship program includes two student roles 1) GFI Student Fellows, and 2) GFI Student Ambassadors. GFI Student Fellows work on research fellowships or traditional internships focused on the initiative. The responsibility of the GFI Student Ambassador at each campus is to lead student engagement and communications efforts on campus for the Global Food Initiative.

GFI Student Fellows and Student Ambassadors are expected to attend the following events:

- GFI/CNI Orientation/California Higher Education Sustainability CHESC symposium (July 8, 2019 and June/July 2020)
- GFI Field Trip (Spring 2020)

GFI Student Fellow Responsibilities

GFI Student Fellows are expected to develop, together with their supervisors/mentors, an overview of their project that includes the goals of their Fellowship and the metrics that will be used to measure success. GFI Student Fellow projects are administered locally at each location to ensure students' efforts are aligned with local GFI projects. These will be reported to UCOP shortly after their Fellowship begins. Fellows are expected to meet regularly with their supervisors/mentors to discuss projects and issues that arise.

Additionally, Fellows will be asked to submit periodic reports and updates throughout the year as well as present a poster of their project at the California Higher Education Sustainability Conference (June or July 2020). They will also submit a final report on their project.

GFI Student Ambassador Responsibilities

The GFI Student Ambassador role formed in response to a need for increased student engagement in the Global Food Initiative both systemwide and at the campus level. With their interests and on-the-ground involvement in food issues, the student researchers of the GFI Fellowship Program are a natural fit for these engagement efforts.

The Ambassador's role is a dedicated role for a third fellow who will receive an award of \$3,000 plus a \$500 programming budget. The expectations for this role are outlined below.

To ensure Ambassadors have familiarity with the Global Food Initiative and the knowledge necessary to engage other students, it is strongly recommended that campuses select Ambassadors from students who have previously served as GFI Fellows. To facilitate knowledge transfer, we request that you introduce the current Ambassador to the incoming Ambassador so that they may meet informally prior to the summer break. Each current Ambassador should provide written guidance for the incoming Ambassador.

Role

The appointed GFI Student Ambassador serves as the GFI student engagement go-to person for their campus. Ambassadors will be invited to participate in leadership meetings of the Global Food Initiative where they will share their student voice, report out on student engagement activities, and connect with GFI working group

leaders across the system. By accepting the job of GFI Ambassador, you agree to the following responsibilities:

Student Engagement

- Promote student awareness of the Global Food Initiative and campus student fellow projects (e.g., table about the GFI, engage student leaders and student organizations in discussions about the GFI, disseminate information across the campus as requested, etc.)
- Network and/or help assist with publicizing campus events related to GFI activities
- Infuse, where appropriate, GFI branding into campus events, for example:
- Coordinate on-campus activities in conjunction with Food Day in October
- Coordinate on-campus activities in conjunction with Earth Day in April
- Support efforts to rollout outcomes from [GFI Working Groups](#)

Additional Meetings/Events

- Meet with GFI leaders/working groups on your campus (e.g., Food Access and Security and Healthy Campus Initiative) on your campus to learn about the ongoing GFI work and how you can support through engagement
- Join Ambassador systemwide conference calls
- Actively participate in the student engagement blog, [Campus Voices for Food and Climate Sustainability](#)
- Attend in person GFI leadership meetings
- Participate actively in your campus's GFI Working Group meetings and subcommittee meetings
- Attend the GFI/CNI Leadership Training (October 4-6, 2019)

Reporting

- Submit activity updates via the survey from the GFI Program Manager, along with other GFI working group leaders, sharing the status of engagement efforts
- Year-end report on how the \$500 programming budget is spent in support of student engagement due June 12, 2020.
- Provide student feedback and communicate campus needs and opportunities
- Offer guidance on advancing campus-based student engagement in the GFI