WASHINGTON WINE INDUSTRY FOUNDATION

2023 BILL POWERS SABBATICAL INSTRUCTIONS

Bill Powers, the late owner and general manager of Badger Mountain Vineyard, had an insatiable desire to find new and best practices to grow better wine grapes. In 1990, Bill transitioned his own enterprise to become the first certified organic wine grape vineyard in Washington State and was later inducted into the Legends of Washington Wine at the Walter Clore Center.

In honor of Bill, employees of Badger Mountain Vineyard and Powers Winery developed the Bill Powers Sabbatical Fund at the Washington Wine Industry Foundation to facilitate the funding of an industry professional's sabbatical to an established wine-producing region of the world.

A sabbatical leave is a period in which an employee takes an extended break from work. The reasons for taking a sabbatical can vary from educational to personal. The Bill Powers Sabbatical award is made once per calendar year for an individual to learn about an aspect of wine grape growing and/or winemaking that will benefit the Washington grape and wine industry.

Recipients of the Bill Powers Sabbatical identify their own subject matter and curriculum with the intention of reporting their learnings in order to advance the Washington wine industry. Sabbaticals are to be taken within a year of being awarded.

Completed applications must be received on or before Friday, June 30, 2023

Questions? Call 509-782-1108 or email Jenn@washingtonwinefoundation.org

QUALIFICATIONS

To qualify for the Bill Powers Sabbatical, you must meet the following requirements:

- ✓ Currently employed in the Washington grape or wine industry.
- ✓ At least five (5) years of direct experience in viticulture or enology.
- ✓ Under the age of 50.

Recipients are selected without regard to race, sex, color, ethnic origin, religious belief, marital status, or physical handicap.

REQUIRED INFORMATION

In order to submit an application for the Bill Powers Sabbatical, the following information is required:

- ☐ Current resume, including three references with contact information
- ☐ Proposal narrative
- ☐ Anticipated expenses
- ☐ Letter(s) of acceptance from proposed sabbatical destination(s)
- ☐ Letter of employer recommendation and release
- ☐ Headshot

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PROPOSAL NARRATIVE

Where do you want to go? What will we learn? Identify your subject matter of study, design your curriculum, and select the person(s) that will provide your instruction. Be intentional! Award recipients are expected to report their findings to the Washington wine industry in order to advance the industry – what impact do you expect to provide?

The proposal narrative is your opportunity to share (a) what you intend to accomplish during your proposed sabbatical and how; (b) anticipated results of your proposed sabbatical; and (c) how you intend to share your lessons learned in a way that benefits the Washington wine industry.

In a separate (typed, 12pt font) document titled: "[Your Name]: Sabbatical Proposal Narrative", address each of the following sections:

SECTION I: SABBATICAL PURPOSE
In less than 150 words, briefly describe the primary purpose of your proposed sabbatical, and how it will benefit the Washington wine industry.

SECTION II: TRAVEL AND CURRICULUM PROPOSAL
In less than 1000 words, Provide further detail on your proposed sabbatical plan. The more detail you can provide showing you have thoroughly thought-through what you will learn and how, the better.

- Will you receive any income or other tangible benefits (housing, meals, etc.) during your proposed sabbatical? If so, please explain. In addition, provide a curriculum design including who will be providing instruction.
- Where will you go, and when?
- How long will you stay?
- Will you stay in one place the entire time, or multiple places?
- What will you study/learn, specifically, in each place?
- Why is/are your chosen destination(s) well suited for your studies?
- Under whom will you study, and how/why are they equipped to instruct you in your specified areas of study?
- What will you learn?

SECTION III: RESULTS
In less than 500 words, Explain the results you expect to come from your proposed sabbatical.

- How will you document your learnings along the way?
- How will you share your learnings with the Washington wine industry at-large, along the way and/or within one year of your return?
- How will this experience benefit you personally and professionally?
- How will this experience benefit your current employer, and the Washington wine industry at-large?

ANTICIPATED EXPENSES

The Powers Sabbatical provides up to $5,000 for travel, room/board, and education- and reporting-related expenses. Recipients must arrange their own travel and lodging in their chosen locale, and funds will be reimbursed by check made payable to the awardee following submission of all receipts and reimbursement documentation (within 60 days of returning).

A filled-out Anticipated Expenses form is required with your application. Include research or resources related to anticipated expenses. The more detailed information you can provide showing you have thought through and researched expenses thoroughly, the better.

You can find the Anticipated Expenses form on PAGE 4.

ACCEPTANCE FROM PROPOSED DESTINATION(S)

Letters of acceptance from your proposed destination(s) serve to confirm your plans and intentions. These letters can also serve as character references as appropriate. Please collect your letter(s) of acceptance and include it/them with your application.

Each letter must include:

1. Name of the applicant
2. Acceptance of applicant as described in the Proposed Narrative, including confirmation of proposed timeframe, curriculum, and results
3. Any additional information regarding their recommendation of the applicant's sabbatical as described

The information included in these letters is confidential and for use by the Foundation Board of Directors and staff only.

To help you in this process, we have provided a Letters of Acceptance form on PAGE 5.

EMPLOYER RECOMMENDATION & RELEASE

Recipients must obtain authorization for sabbatical absence from their employer. A letter from your employer serves to confirm this authorization and serve as a character reference. Please collect your employer's letter of recommendation/release and include it with your application.

Each letter must include:

1. Name of the applicant
2. Period of time and capacity in which they have known the applicant
3. Comments about the applicant's work ethic, passion for work, and/or potential to benefit industry, with examples
4. Confirm approval of temporarily releasing employee for duration of sabbatical as described in proposal
5. Why they think the applicant should receive a sabbatical

The information included in these letters is confidential and for use by the Foundation Board of Directors and staff only.

To help you in this process, we have provided a Letters of Acceptance form on PAGE 6.

APPLICATION

Once you have all of the required information above, you are ready to apply!

Applicants should be notified sometime in August 2023, on final award determination.

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ANTICIPATED EXPENSES FORM

TRAVEL EXPENSES

Expense Description	Anticipated Total
TOTAL	

ROOM + BOARD EXPENSES

Expense Description	Anticipated Total
TOTAL	

EDUCATION/REPORTING-RELATED EXPENSES

Expense Description	Anticipated Total
TOTAL	

TOTAL EXPENSES: **$**_____

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ACCEPTANCE FROM PROPOSED DESTINATION(S) FORM

Applicant: *Please write your name in the space below and give these instructions along with a copy of your Sabbatical Proposal Narrative to your proposed sabbatical destination contact(s). Please collect proposed sabbatical destination contact letter(s) of acceptance and include it/them with your sabbatical application.*

APPLICANT: _____

TO: Sabbatical Destination Contact

Please address a letter to the Foundation Board of Directors and include:

a) Name of the applicant
b) Acceptance of applicant as described in his/her Proposed Sabbatical Narrative, including confirmation of proposed timeframe, curriculum, and results
c) Any additional information you wish to provide regarding your recommendation of applicant for sabbatical as described

The information included in your letter is confidential and for use by the Foundation Board of Directors and staff only.

If you wish to review details about the Powers Sabbatical and criteria please visit the website.

Thank you for your assistance.

Vicky Scharlau
Executive Director

EMPLOYER RECOMMENDATION AND RELEASE FORM

Applicant: *Please write your name in the space below and give these instructions to your employer/manager. Explain the focus and duration of your proposed sabbatical—it may be beneficial to provide a copy of your Sabbatical Proposal Narrative. Please collect your employer's/manager's letter of release and recommendation and include with your application.*

APPLICANT: _____

TO: Sabbatical Applicant Employer/Manager

Please address a letter to the Foundation Board of Directors and include:

a) Name of the applicant
b) Period of time and capacity in which you have known applicant
c) Comments about employee's work ethic, passion for work, and/or potential to benefit industry, with examples
d) Confirm approval temporarily releasing employee for duration of sabbatical as described in proposal
e) Why you think the applicant should receive a sabbatical

The information included in your letter is confidential and for use by the Foundation Board of Directors only.

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Thank you for your assistance.

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