GENERAL OPERATIONS	
Code	**Committee**
100	Executive Council Meetings
110	Kick-off Meeting
115	Wrap-up Meeting
120	Monthly Meetings - Expenses
125	Monthly Meetings - Parking
130	Joint SSP/SACP December Meeting
131	PA Science Teachers Association
200	Financial Affairs
210	Historical and Rules
220	Membership Directory
230	Nominating Committee
240	Publicity, TV and Media
241	Specks
243	WEB Page
250	Applied Spectroscopy
255	ACS Crucible
260	General Operation - Other
261	Mileage
262	Printing
263	Postage
290	Task Force

GRANTS, SCHOLARSHIP AND AWARDS	
Code	**Committee**
300	Aids-to-Education Administration
305	ACS Chem. Ed Subgroup - Chemistry Olympics
310	ACS National Chemistry Week
315	Amateur Astronomers Assoc. of Pittsburgh
320	Joseph A. Feldman/Duquesne University Grant
325	Ohio River Watershed Cruise
330	Hirschfeld Memorial Scholarship
335	Coalition for Bridging the Sciences
340	May Conference - SAS Cleveland Section
345	Project SEED Duquesne University
360	Pittsburgh Conference Lecture - CMU
365	Pittsburgh Conference Lecture - Pitt
367	Francis Clifford Phillips Lecture - Pitt
370	Pittsburgh Conference Lecture - PSU
373	Pittsburgh Conference Lecture - Duq
375	Pittsburgh Regional Center/ Science Teacher Grant
380	CMU Van Program
386	PSU - McKeesport Kids College

GRANTS, SCHOL. AND AWARDS (Cont.)	
Code	**Committee**
390	WV Junior Academy of Science
392	PA Junior Academy of Science
395	WV Science and Eng. Fair
398	WV Regional Science Bowl
399	Aids-to-Education Others
400	Carnegie Science Center Projects
405	Pittsburgh Science Festival
410	Carnegie Science Fair
420	Carnegie Library Sci. and Tech.
425	Chemical Heritage Foundation
430	College Equipment Grants
435	College Starter Grants
440	DOE Science Bowl
445	Energy, Environment, and Economics Seminar
450	Edwin Hodge Memorial Scholarship
460	Elementary Science Education Award
470	High School Equipment Grants
480	Keivin Burns Award
490	New Program
500	Elementary Science Olympiad Program
510	PCNMCG
520	Pittsburgh Spectroscopy Award
530	Ralph N. Adams Award
540	SAS Student Award
550	SSP Chairman's Award
580	J. Kevin Scanlon Award
590	SSP Chairman's Recognition Endowment

MEMBERSHIP EDUCATION	
Code	**Committee**
700	Continuing Education
710	Mass Spectrometry Discussion Group
720	Technology Forum
730	Technical Program
740	Tripartite Committee

OUTREACH PROGRAMS	
Code	**Committee**
800	Computer Software Services
810	Faraday Lecture Series
820	Film and Tape Library
840	Spectroscopy Demonstration
860	Employment Workshop
999	End-of-Year-Funds

1. COMPLETE and VERIFY all required warrant information, including totals.
2. SIGN warrant, including Committee Chairman's signature.
3. ATTACH ORIGINAL bills/invoices, plus a duplicate copy for the Treasurer's records.
   (Tape bills and receipts to an 8.5 by 11 sheet of paper.)
4. INCLUDE MINUTES for luncheon/dinner meetings or a copy of the meeting notice with attendees listed on page 1.
   (Attendee list is required when submitting either meeting minutes or meeting notice.)
5. SEND warrant with receipts, invoices, minutes, etc. to the SSP Treasurer. **2008 MWV**