

# Policies & Procedures - 4.1.1 Chapter Funding

- approved 4/3/97, 04/06 -

The key objectives are:

- Increase perceived and real value for ComSoc membership
- Increase membership roster and the membership growth trend

The process:

At the beginning of each year Chapter Questionnaire requesting updated information for the coming year is e-mailed by Carole Swaim to Chapter Chairs.

Requests are evaluated and recommendations are made by each Regional Director, based upon a value assigned to each category or type of activity. The Director, MPD, in consultation with the MPD Board, is responsible for final approval of each funding request. Once the funds are approved, payment is made directly to the Chapter from the ComSoc New York City office.

Starting 2006, the following changes were made to this program:

- The Questionnaire has been modified: The funding and award portions are integrated in one document. The weights of different parameters that determine award have been modified.
- Prior to being approved for financial support, a chapter has to appoint key chapter officers, including the Membership Development Chair.
- Funding support above and beyond the annual funding will be made available to chapters for special projects deemed valuable. Other incentives for chapter initiated special programs are being considered. (e.g. special meeting for membership development of membership level upgrade etc.