

Budget/Scholarship Committee

1-year position, 2-3 hour commitment per month

- Promote scholarship opportunities
- Facilitate application review process annually for scholarships
- Monitor & enforce conditions in scholarships before funds are dispersed to recipient
- Responsible for possible fundraising opportunities
- Review & approve board member & committee budget requests
- Maintain coordination with other committees as needed

Formal Description (per ByLaws)

1. The Budget Committee shall consist of at least four (4) members of the chapter to include: the Treasurer, two other members of the executive board and at least one voting member.
2. Assist the Chapter in securing the treasury, develop an annual budget, maintain fiscal responsibility, and promote transparent spending for the Chapter.
3. Review and approve, if appropriate, board member and committee budget requests.
4. Facilitate the application review process annually.
 - a. Confirm the membership status of applicants with the Director of Membership.
 - b. Complete the review process.
 - c. Make recommendations to the Board for awarding scholarships.
5. Members of the Budget/Scholarship Committee may not apply for student or professional member scholarships.
6. Ensure equal opportunity access to applications for members
 - a. Coordinate with the Secretary for advertisement of the scholarships on the VATA website, VATA social media, and email distribution.
7. Notify members of an open application period of no less than thirty (30) days before review of applications for scholarships, then notify scholarship recipients.
8. Monitor and enforce conditions in scholarships for presentations to the VATA and/or AATA membership before funds are disbursed to the recipient.
9. Maintain communication with Social Media Committee and Secretary to promote scholarship opportunities.
10. Responsible for possible fundraising opportunities to include coordinating with Events Committee.