

## Chapter\*\*\*\*

<b>Basic Requirements</b>
Chapter Charter Agreement Form (annual)
Chapter Officer Listing with 4 required officers (annual)
Chapter Financial Report (annual) for local bank account with unique EIN
Up-to-date bylaws submitted (with 10 member signatures)
<b>Expectations</b>
Use ESA for communication through email
At least 20 emails on file for alumni in chapter area (domestic only)
At least 200 alumns in geographic area
Local sponsorships must be reported to ESA
Use sign-in information sheets periodically at social events and send to ESA
Any design created outside of ESA staff must have prior approval before use
Active, Up-to-Date Web Presence (i.e., Facebook, Twitter, Chapter Website)
Accomplish Social Alumni Engagement Events
Accomplish at least 4 Key Priority Events and at least 1 from each category of Key Priority Events (including Project Worldwide)
Submit post event reports on Key Priority Events (email or mail completed form to Chapters Dept)
Conduct and report on regular board meetings (send meeting notes/agenda to Chapters Dept)
Send a minimum of 1 member to Chapter Leadership Conference annually
Participate with ESA on Social Media/Web (Facebook, Twitter, etc.)
If Scholarships are awarded, minimum total contributed per student \$500
Membership promotion with the intent to increase membership in local area (i.e., special member-only price at event, member-only door prizes, membership talks, etc.)
Recruit Volunteers for Association-wide Initiatives
<b>Benefits</b>
52 Emails annually (no more than 1 per week)
Receives leadership training opportunities provided by staff or CAB
2 mailings per year (1 to members only, 1 to all alumni, max \$5,000) expense covered by ESA (must be used for Key Priority Event, domestic only)
Up to 3 additional mailings at cost to Chapter (template)
Receives up to 5 unique designs created by ESA staff annually
Opportunity to purchase 2 football tickets to one home game at ticket price bi-annually from ESA for fundraising (first-come, first-served)
Representation at events by ESA staff at minimum of once every 2 years
All Basic Resources
<b>Outstanding Chapter ****</b>
Invite special guests to attend events (Legislators, media, High School College Counselors,

principals, etc.)
Contribute \$10,000 + in scholarships
Drive participation on Texas Exes Alumni Mentoring Platform (*TBA)
<i>Receives: Personal ESA staff assistance on securing special speaker/guests</i>
<i>Special assistance on events</i>

## Basic Resources

Listed as official group on TexasExes.org
Registered Trademark Chapter/Network logo
Event Listing on Texasexes.org
Event Liability insurance (updated on annual basis, subject to change) (domestic only)
40% discount at University COOP when items are purchased for fundraising reasons
Speakers bureau list for chapters/networks to use
Free website Hosting
Online event registration and rsvp
Credit Card Processing
Online Credit Card donations to chapter's/network's scholarship endowment
Scholarship Endowment administration
Chapter leader resources offered online including training collateral, how-to manuals etc.
Chapter Advisory Board member assigned to groups for additional volunteer resource (domestic only)
Access to Chapter Leadership Group in LinkedIN
Survey assistance
<b>Resources Restricted</b>
\$500 matching funds to chapters that contributed to scholarship funds less than 5 years