

# ALPHA OMICRON PI

## *Foundation*

### Foundation Committee Descriptions and Overview

#### **Ruby Fund Committee**

We are called upon by our Ritual to love and support one another through the great times and the challenging times. The Ruby Fund Committee is one of the most prominent ways to show that love during a sister's difficult times. These committee members always act with compassion, while being good stewards of what we are given by our donors. The committee is charged with reviewing all completed applications received by the Foundation and scoring them against established criteria. Assistance has been awarded for members suffering from illnesses, homes destroyed by natural disasters, loss of job who are in dire need of financial assistance. All requests and awards remain confidential. The frequency of committee meetings and time required varies greatly based on the incoming requests. Volunteers for this committee should be flexible with their time and be able to respond within 48 hours.

#### **Finance Committee**

The Finance Committee ensures the Foundation is staying in line with the policies and procedures regarding investments, audits, accounting and financial management. Each year the committee reviews and recommends a budget to the Board of Directors with the support of the Executive Director. Additionally, this committee reviews financials and makes recommendations for funds to be allocated for both grants and academic scholarships. This committee meets 6-8 times per year.

#### **Grants Committee**

The Foundation supports our Fraternity's international philanthropy, arthritis, through grants supporting research, patient programming and education. Leadership and Education Grants are also made through the Foundation to support the Alpha Omicron Pi Fraternity to provide opportunities for members to gain important leadership skills, enhance personal strengths and stress the importance of today's women serving as positive role models for future AOIIs. Grants Committee has an opportunity to review submissions from grantees like the Arthritis Foundation, Vanderbilt University Medical Center, and the Fraternity to determine grants awarded on behalf of the Foundation. Each grantee provides periodic reports on fund usage and program progress which this committee reviews. This committee conducts annual reviews the criteria for determining grants. Additionally, this committee reviews mini grant requests from Chapters twice during the year. The committee meets 6-8 times per year.

#### **Scholarship Committee**

Each year the Foundation awards merit-based academic scholarships are awarded each year to AOII members pursuing undergraduate and graduate degrees. The Scholarship Committee has the responsibility of promoting available scholarships and review the

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criteria for granting scholarship. This committee's primary focus is on receiving, reviewing, and scoring all scholarship applications. Based on the applicant scores, the committee matches applicants to available scholarships and recommends the final scholarship recipients to the Board of Directors. The committee meets 6-8 times per year.

### **Advancement and Marketing Committee**

The Advancement and Marketing Committee will help drive the Foundation's marketing and advancement strategy. The committee will offer input on donor cultivation and stewardship outreach as well as evaluate donor/donation outcomes through benchmarking and surveys. The committee meets monthly.

### **Board Development and Governance Committee**

This committee is essential to developing the pipeline of volunteers for roles within the Foundation including Board members, officers, and Foundation volunteers. The Board Development and Governance Committee will support the Board and committees by providing training and development opportunities. Additionally, this committee will periodically review governing documents, rules and procedures and other policies. The committee meets monthly.

### **Foundation Ambassadors**

Foundation Ambassadors are advocates for the Foundation. They share with collegiate and alumnae members the importance of the Foundation and its programs which *Secure the Future* of our Fraternity through leadership development, scholarships and philanthropic endeavors through participation in Chapter meetings. Ambassadors also have an opportunity to participate in promotion and stewardship activities around our days of giving.

### **Fundraising and Development Committee**

This committee is focused on the identification, stewardship and cultivation of donors. The committee will implement strategies to support donor development and will work collaboratively with the Advancement & Marketing committee on developing donor communication and deploying a donor engagement survey. The committee meets monthly.

### **Term Limits**

Volunteers serving on standing committees may serve for a maximum of three (3) consecutive terms or six (6) total years.