

INDIANA STATE NURSES ASSOCIATION

FUNDING CHAPTER ACTIVITIES

Each year at the time of budget adoption the Indiana State Nurses Association Board of Directors will provide for an annual amount to be available for ISNA Chapters. The amount set aside for Chapters will be in two portions.

First Portion:

ISNA will provide reimbursement for Chapter expenses up to \$300 (for the remainder of 2006) upon verification of expenses.

ISNA will

- Maintain lists of Chapter members
- Type and distribute minutes and meeting notices
- Provide for means of communication; i.e., teleconferences and other electronic means

Second Portion:

For projects/activities over the Board designated amount (first portion), the Chapter will submit a proposed budget and an explanation as to how the project will further the mission and goals of the Indiana State Nurses Association on the form provided by ISNA.

The request will be emailed to the ISNA office. It will be reviewed and action taken by the task force appointed by the ISNA Board and Chaired by the ISNA Treasurer. The Task Force can approve, deny with rationale, or defer pending additional information. The Task Force will refer any unusual requests to the Board of Directors. Denials will automatically be forwarded to the Board of Directors for action.

Examples of reimbursable expenses:

- Postage
- Copying
- Speaker honorarium (modest)/travel/meals

Member's dues must be used to further the work of the Association. The following are not appropriate for reimbursement from the Chapter Growth and Development Fund.

- Scholarships
- Donations to other groups
- Dinners for members
- Political contributions/activities
- Equipment purchases.

Approved by ISNA Board of Directors 8/11/06