

## **Beta Chapter Budget FAO Fall 2025**

#### 1. How are chapter budgets determined?

Chapter budgets are determined by your Chapter's participation in the TAMID Together fundraising campaign:

- Every Beta chapter begins the process with \$100 of funds.
- Every Chapter's TAMID Together fundraising goal is equal to \$200 x the number of active members. These funds are split as follows:
  - \$150/student for TAMID central costs
  - \$50/student will go directly toward your Chapter budget
    - Please note: Your chapter must meet the overall goal (\$200 x number of students) prior to receiving your budget.
- Once you've hit your Chapter's collective goal of \$200/student, 95% of each additional dollar will
  go directly to the chapter's budget.

## 2. What if my chapter has unused funds from the budget after the semester ends?

If your chapter has unused funds at the end of a semester, those funds will carry over to the following semester if your chapter is approved for full chapterhood.

### 3. How should we spend our Chapter budget funds?

We encourage you to use your funding for:

- Operational expenses, such as website subscriptions, project management software, research subscription tools or a Zoom premium account.
- Costs related to events, such as speaker honorarium fees, gifts for speakers, etc
- Chapter social activities- having a chapter picnic, game night, or other social activities are important for the cohesiveness of the chapter.
- Enhancing the member experience within your Consulting, Education and Fund tracks
  - team building activities
  - rewarding your winning teams of pitch or case competitions
- Building your Chapter's brand
  - o Apparel or swag

# 4. Are there restrictions on how we spend our funding?

All TAMID Group funds are bound by the same oversight as the rest of TAMID's budget: they must be spent in a way that contributes to the mission of TAMID as it operates at your chapter. This supervision is conducted by TAMID's staff and Board of Directors, as well as an annual audit by an external firm.

Your chapter leadership is best equipped to determine those uses, but misuse of the funds could have severe consequences for your chapter. That includes uses that fall outside reasonable relevance to TAMID programs, any usage for personal benefits, as well as anything that could undermine TAMID's reputation, including but not limited to alcohol, drugs, tobacco, gambling, nightclubs, etc. **TAMID will not approve funding for alcohol under any circumstances.** 



### **Chapter Budget Spending Instructions**

# How do I access my chapter funds?

Your Beta chapter funds will be held in your reserve funding on TAMID's end. We will communicate with you how much budget you have, and you are able to spend up to that amount and receive a reimbursement.

You must take a picture of the entire itemized receipt. Ensure that the date, items purchased, and total amount spent are clearly visible. *If you do not have this, we will not be able to reimburse you.* 

## How do I submit a reimbursement request?

In order to get reimbursed, you must use the <u>Payment Request Form</u>.

Once you have filled out the form, please save it as a PDF and email it to <a href="mailto:tamidinvoice@bill.com">tamidinvoice@bill.com</a>. For us to receive your form correctly, there should be no text in the body of your email.

Please keep in mind that a completed reimbursement may take up to 8 weeks.