

## NTEF Organizational Chart

Board of Trustees

President

Executive Committee (3 VPs, President, Trustee at large, Executive Director)

Rev. 2/2006

<b>VP, Resource Development</b>	<b>VP, Resource Management</b>	<b>VP, Awards &amp; Disbursement</b>
<b>Fundraising Committee</b> Fundraising Event Solicitations Planned Giving Vehicle Donations	<b>Investment Committee</b> Investment Management & reporting Financial Reporting Audits	<b>Scholarship Committee</b> Application format Applicant Solicitation Applicant Evaluation & Selection Award Event, as determined by Board Award Notification Follow-up disbursement of funds (Ex. Director pay out scholarships)
	<b>Audit Task Force</b> Regular review of financial records Report to Board of Trustees	<b>Learning Grants Committee</b> Applicant Solicitations Evaluation and Selection Award Notification Follow-up disbursement, monitor expenditures (Ex. Director pay out grants)
<b>Public Relations Committee</b> Speakers Bureau Media Website Promotion & Maintenance Outreach Newsletter Brochures Annual Report Annual Calendar, directory		<b>Student Assistance Grants Committee</b> Communicate with Schools Follow up & track expenditures (Ex. Director pay out grants)
<b>Executive Committee (under President)</b> Executive director support Operating procedures Board & Officer training Budget Policy Review	<b>Membership/School Visitations</b> (under Exec. Comm. Member at large) Recruitment Nominations Social events Coordination with partners	

