



V2 National Association of Foster Youth Inc.,

Bylaws

August 28, 2018

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**Bylaws for
V2 National Association of Foster Youth Inc.,**

**ARTICLE I
Name**

The name of this Foster care Teen Program shall be named V2 National Association of Foster Youth Inc.

**ARTICLE II
Object**

This association is organized exclusively for providing guidance and resources for foster parents of all school age children, foster teens and young adults to help ensure their successful future. Our collaboration with various community partners, corporations, and the State Department of Family and Children Services promotes academic, lifestyle and financial excellence for the youth. The association will focus on the following programs to achieve better outcomes for children in and previously in the County's foster care system: (1) education, (2) career development and job training, (3) health services, (4) housing and independent living skills for transition-aged foster youth, (5) foster family supports, (6) data gathering, (7) LGBTQ issues, and (8) public safety and justice. (9) CASA. And carrying out such other activities as may be necessary or useful in the furtherance of these purposes in accordance with Section 501(c)(3) of the Internal Revenue Code, or a corresponding section of any future tax code.

**ARTICLE III
Organizational Structure**

Section 1. National Headquarters: The headquarters of the organization is currently located at 470 Commerce Drive Peachtree City, Georgia 30269. The headquarters will be made up of:

1. The National Board
 - a. Board Chief Executive Officer (CEO)
 - b. Vice Board Chief Executive Officer (VCEO)
 - c. Board President
 - d. National Fundraiser Chair
 - e. Community Liaison and Gala Chair
 - f. Board Secretary
 - g. Board Treasurer

The national Headquarters shall conduct the annual inspection of every Chapter in there and shall make a report of said inspection to Department Headquarters on, or before, March 1st of each year.

- The National Board will be responsible for compiling National Resources
- Overseeing all chapters with physical inspections every 24 calendar months.
- Maintaining IRS reports for all chapters for a minimum of 7 years

- Ensuring that all 990's is filed in a timely manner audit chapter financial records for accuracy.

Section 2. City, State or County Chapters: The Chapters will be named with numbers based on when the Chapter joins V2. Their website will be attached to the headquarters website. Each chapter will be made up of:

1. Board
 - a. Board Chief Executive Officer (CEO)
 - b. Board President
 - c. Board Secretary
 - d. Board Treasurer
2. Each chapter will be responsible for:
 - a. Create Community Resources/Activities
 - b. Completing chapter pre-visit report and file with National Headquarters on or before March 1st of each year.
 - c. The Chapter will be responsible for compiling State Resources
 - d. Maintaining IRS reports for individual chapter for a minimum of 7 years
 - e. Ensuring that all 990's is filed in a timely manner
 - f. Conduct chapter audit of financial records for accuracy

Section 3. National and Chapter Responsibilities: All entities under the bylaws of V2 National Association of Foster Youth Inc. will (Appendix A):

- Provide Education for all Foster Parents
- Focus on Education and Mental Health Awareness
- Foster Youth 13 to 23
- Focus on College Preparation
- Teach Budgeting Classes

Section 4. Members: Members of V2 will be made-up of Foster Youth ages 13 to 23 years old. Foster Youth members who qualify for V2 National Association of Foster Youth Inc. Will have free membership up to age 23. At age 24 the members will become Alumni members

Section 4a Alumni Members: Alumni members are persons between the age of 24years and 99years that at any point in their life were part of the Foster care System, public or private.

Section 5. Associate Members: Are Foster parents of school age foster youth. They may remain a part of V2 if they maintain certification. There will be a fee for Associate Members.

Section 6. Mentor: Fostering Change in foster youth ages 13-23 nationally and locally through Mentorship, Leadership, Education and Community Service for current and former foster youth rise above the challenges of growing up in the foster care system by providing guidance, resources, seminars and support. This program will include training, support and resources for

foster parents of teenage children. All mentors must pass national background check. The name of the sponsor must be on file at V2 National Association of Foster Youth Inc. Headquarters.

Section 7 Sponsors: Generally speaking, a payment qualifies as a sponsorship as long as the sponsor does not receive any substantial benefits in return. However, if a nonprofit actively promotes a sponsor's products and/or services, it provides the sponsor with substantial benefits in the form of advertising, thus the sponsorship becomes taxable advertising.

The IRS sees a clear distinction between sponsor recognition and sponsor promotion. For this reason, nonprofits should be careful about how they choose to recognize their sponsors.

Per IRS rules, nonprofits can acknowledge sponsors by mentioning or displaying the following: company name, company logo, product lines and contact information (address, phone number, web address). Nonprofits are also permitted to mention slogans and value-neutral descriptions of a sponsor's goods or services in acknowledging their support. In addition, nonprofits can display or distribute a sponsor's products to the general public at the sponsored activity or event.

(See Appendix B)

ARTICLE IV Dues and Finances

Section 1. Member Dues.

- A. Individual member dues shall be \$ 0.00
- B. Board dues shall be \$ 100.00 annually (this fee will cover background check and processing fees).
- C. Alumni Dues shall be \$40.00 annually (this fee will cover background check and processing fees).
- C. Dues are payable within 60 days after turning in application. Dues shall be January 1 through December 31 and paid by the 15th of March each year. Dues will be paid directly to V2 National Association of Foster Youth Inc. Inc.

Section 2. Group Dues.

- A. Annual Chapter dues of \$500.00 are payable directly to V2 National Association of Foster Youth Inc.
- B. The membership year shall be January 1 through December 31.
- C. Dues are payable by January 1. Chapters shall be delinquent if dues are not paid by February 1 and forfeited if not paid by April 1.
- D. Annual Chapter Fees can be paid on a prearrange plan if request is made to National Headquarters prior to 15 December the year prior, or at the initial start of the Chapter.

Section 4. No Personal Inurement. No part of the net earnings of the association shall be desensitize to the benefit of, or be distributable to its members, officers, or other private persons,

except that the association shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article II.⁽⁴⁾

ARTICLE V

Chapter Officers

Section 1. Officers. The officers of this youth group shall be a president, a vice-president, a secretary, and a treasurer.

Section 2. Term of Office. Officers shall assume their duties at the close of the meeting at which they are elected. Officers shall serve for a term of 5 year(s) or until their successors are elected. No officer shall serve for more than 2 consecutive term(s) in the same office.

Section 3. Vacancy in Office. A vacancy in any office except president shall be filled by the board of directors.

Section 4. Duties. Officers shall perform the duties provided in this section and such other duties as are prescribed for the office in these bylaws and in the adopted parliamentary authority.

A. The president shall:

1. Preside at all meetings of the youth group and the board of directors.
2. Appoint chairmen of committees; and
3. Perform such other duties as may be assigned by the youth group or the board of directors.

B. The vice-president shall:

1. Perform the duties of the president in the absence of or at the request of the president.
2. Fill the unexpired term if a vacancy occurs in the office of president; and
3. Perform such other duties as may be assigned by the youth group, the board of directors, or the president.

C. The secretary shall:

1. Record the minutes of all meetings of the youth group and the board of directors.
2. be the custodian of all documents including youth group bylaws, special orders, and standing rules.
3. Conduct correspondence as directed by the youth group, the board of directors, or the president.
4. Notify V2 National Association of Foster Youth Inc. Headquarters and the association president of officer changes as needed.
5. Send a call of the meeting to each youth group member, which includes a copy of the previous youth group meeting minutes; and
6. Perform such other duties as may be assigned by the youth group, the board of directors, or the president.

D. The treasurer shall:

1. Be custodian of all funds, disbursing them within the adopted budget.
2. Present a financial statement at each youth group meeting and as requested by the board of directors.
3. Prepare the financial records for audit or review by April meeting.
4. Prepare a dues statement to be sent to each member with the call of the April meeting;
and
5. Perform such other duties as may be assigned by the youth group, the board of directors, or the president.

Section 5. Nominations and Elections.

- A.** Nominations shall be made from the floor at the **February** meeting.
- B.** Elections shall be by ballot at the **April** meeting, except when there is only one nominee for an office, election may be by voice vote.

**ARTICLE VI
Meetings**

Section 1. Regular. Regular meetings of the Charter shall be held at minimum quarterly.

Section 2. Annual. The regular meeting in **April** shall be known as the annual meeting and shall be for the purpose of electing officers, receiving reports of officers and committees, and conducting any other business that may arise.

Section 3. Special. Special meetings of the Chapter may be called by the president and vice president in consultation and shall be called at the written request of 3 members. The purpose of the meeting shall be stated in the correspondence at least 20 days prior to the meeting. That correspondence can be done telephonically, text, email, or written notice.

Section 4. Quorum. Three elected members of the Chapter shall constitute a quorum.

**ARTICLE VII
State Board of Directors**

Section 1. Composition. The board of directors shall be composed of the officers and sponsor.

Section 2. Duties. The board of directors shall be subject to the orders of the Chapter and none of its acts shall conflict with action taken by the Chapter. The board of directors shall: Meet quarterly during the months of April, July, October and January, on the Third Thursday, unless otherwise specified to ensure quorum.

- A.** have general supervision of the affairs of the Chapter between meetings;
- B.** fix the hour and place of meetings.
- C.** make recommendations to the Chapter;
- D.** declare an office vacant when a member has two unexcused absences; and perform such other duties as are specified in these bylaws.
- E.** Annual audit will be completed and presented by the **April** meeting
- F.** Public Affairs and Social Media

- G. Fundraising Chair (Annual Silent/ Auction)
- H. Event Coordinator

Section 3. Meetings.

- A. Regular meetings of the board of directors shall be held in the months April, July, October and January, on the Third Thursday, unless otherwise specified to ensure quorum. Unless otherwise ordered by the board of directors.
- B. Special meetings may be called by the president and shall be called upon the written request of 3 members of the board of directors. At least 20 days written notice shall be given of the meeting.
- C. A majority of the members of the board of directors shall constitute a quorum.

**ARTICLE VIII
Committees**

Section 1. Standing Committees. The standing committees of the youth group shall be a program committee and a membership committee.

Section 2. Composition. Chairmen and members of all standing committees shall be appointed by the president.

Section 3. Duties.

- A. The program committee shall plan an appropriate program for each meeting to carry out the objects of the youth group.
- B. The membership committee shall promote the retention and recruitment of youth group members.

Section 4. Other Committees. Other committees, standing or special, shall be created as the youth group shall from time to time deem necessary to carry on the work of the youth group. The chairmen and members of such committees shall be appointed by the president.

Section 5. Ex-officio Membership. The president and sponsor shall be ex-officio members of all committees.

**ARTICLE IX
Delegate Representation**

Section 1. Each state is entitled to one Youth/Alumni and one Chapter Member delegate to the V2 National Association of Foster Youth Inc. Policy committee. Chapters will nominate persons to the state and the state will hold elections in December prior to April's national meeting. Election shall be by ballot, except that when there is no more than one nominee, the chair may declare the nominee elected by acclamation.

Section 2. Vacancies in the delegate position may be filled by the president.

ARTICLE X

Dissolution

Section 1. Upon the dissolution of V₂ National Association of Foster Youth Inc., assets shall be distributed to Together We Rise EIN26-3043727. In the event that that organization has closed or dissolved please distribute to Family Builders EIN or one within the meaning of section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose.

Section 2. The certificate of youth group membership shall be returned to V₂ NATIONAL ASSOCIATION OF FOSTER YOUTH INC. Headquarters. If at the time of dissolution V₂ NATIONAL ASSOCIATION OF FOSTER YOUTH INC meets the criteria under Section 1, the assets shall be liquidated and distributed to V₂ NATIONAL ASSOCIATION OF FOSTER YOUTH INC.

ARTICLE XI

Authority

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the meetings in all cases to which they are applicable and in which they are not inconsistent with the bylaws of V₂ National Association of Foster Youth Inc.; these bylaws, or any special rules of order the Chapter may adopt.

ARTICLE XII

Amendment

Section 1. These bylaws may be amended at any regular meeting of this Chapter by a two-thirds vote, provided that the amendment has been submitted in writing at the previous regular meeting or submitted with the call to the meeting.

Section 2. Any amendments to these bylaws necessitated by amendments to the V₂ National Association of Foster Youth Inc. Bylaws or V₂ National Association of Foster Youth Inc. Standing Rules shall be automatically affected by the Chapter and reported to the membership in writing following the adoption of such amendments by V₂ National Association of Foster Youth Inc.

Adopted May 9, 2020

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V2 National Association of Foster Youth Inc.

National Board **Headquarter Operations** Federal Resources

National Training Fundraising & Grants

State Headquarters

Chapter Boards Foster Youth 13-23 State Resources

Community Resources

Education

Member	Associate Members	Mentors	Alumni Members
Education	Education Prep	Policy Training	Tech College
Tutoring	Resources	Psych Armor SAVE	Housing
Life skills	College-Prep	Employment-Prep	Employment
Counseling	Parenting Class	Safe Driving	Budgeting
			Transportation

Appendix A

National Duties and Responsibilities

Board Chief Executive Officer (CEO)

A chief executive officer (CEO) is the highest-ranking executive on the board. Their primary responsibilities include making major organization decisions, managing the overall operations and resources of an organization, and acting as the main point of communication between the board of directors, community and overall operations.

The CEO is a member of the Board and oversees all committees, as such she is also expected to participate in 75% of committee meetings, actively identify and pursue new opportunities, contribute ideas into the overall management and well-being of the organization, serve as a mentor to junior staff and consistently identify and implement new ways to improve the job satisfaction and training for staff.

- Partnering with the President to help ensure the Board's directives, policies, and resolutions are carried out
- Working with the President and Board in cultivating and soliciting major foundation grants and individual gifts
- Coordinating an annual performance review of the Board and paid employees
- Presiding over meetings of the Board and Executive Committee
- Serving as an ambassador of the organization and advocating its mission to internal and external stakeholders

Board Vice Chief Executive Officer (VCEO)

The Vice Chief Executive Officer (VCEO) primary responsibilities are managing the Organizations team through Training and developing programs and assisting in growth and development of staff as well as the overall organizational programs. VCEO will be responsible for development of processes and metrics that support the achievement of the organizational goals and outcomes.

The VCEO will guide staff development through identifying skills needs, delegating tasks appropriately and motivating project staff to provide outstanding client service. VCEO is expected to develop and implement (i.e. training, policy, positioning), but should be proficient in all aspects of the organization and be able to lead assigned accounts as needed regardless of client's needs.

Under Direct supervision of the VCEO will be:

Parent and Foster Youth Education Team

The Parent Education Team helps parents obtain the education and skills needed to raise physically, psychologically and emotionally healthy children. Parents in any socio-economic situation can often use help with parenting skills.

Early Childhood Coordinator
Online Training Content
Financial Literacy
Etiquette

Natasha Wise
Open
Modern Woodman
Open

The Board President

Board resident shall, if present, preside at all meetings of the Board and the Executive Committee, act as a liaison between the Board and the President to help ensure the Board's directives and resolutions are carried out, and exercise and perform such other powers and duties as may be from time to time prescribed by the Board. More specifically, the Chair of the Board shall be responsible for:

- Leading the Board and Executive Committee to carry out its governance functions
- Will monitor and ensure that all background checks are complete and up to date.
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- Ensuring the Board has approved policies to help ensure sound and compliant governance and management of the organization
- Partnering with the CEO to lead the development and refinement of impact metrics
- Assessing the performance of the Board and its committees
- Assuring ongoing recruitment, development, and contributions of Board members
- Partnering with the CEO to help ensure the Board's directives, policies, and resolutions are carried out
- Working with the CEO in cultivating and soliciting major foundation grants and individual gifts
- Coordinating an annual performance review of the President/CEO
- Setting priorities and creating agendas for meetings of the Board and Executive Committee
- Presiding over meetings of the Executive Committee

Fundraising Chair

The Chair will work as primary person to develop or review current fund-raising strategies. Developing clear fund-raising goals and objectives. The Chair will use the mission statement as a guideline to create a strategic fundraising and community partner plan. The Chair will sit on more than one committee for the board. You are the head of the fundraising committee but may also be present at finance committee meetings. The Fundraising Chair and the Treasure will work together and schedule telephone or online meetings to ensure that the financial needs of the organization are being met. During fundraising committee meetings, the chair is responsible for presenting fundraising ideas to be brought to vote, as well as breaking down fundraising plans into actionable steps. The fundraising chair helps to delegate responsibilities to other fundraising committee members in order to work efficiently toward the organization's goals.

Because the fundraising chair is responsible for raising funds for a nonprofit organization, they also have a vital role in donor care. Donors want to feel that they have a personal relationship with the nonprofit and that their dollars are going to wherever they will make the largest impact in the community. The fundraising chair is often responsible for spearheading donor care efforts, like thank you notes, lunches and appreciation events. This involves expanding and securing new donors, managing project portfolio that meets or exceeds projections, and participating in the internal management of the organization.

Community Liaison and Gala Event Chair

As the Community Liaison (CO) you will work with non-profit, private and governmental organizations to ensure our program training is successfully integration into existing activities, services and relevant programs across the community and healthcare mental health. The CO will plan, develop and implement partnerships with organizations with two purposes:

- To support referral pathways and recruitment of Foster Youth aging out of the foster care system 13-23-year-old foster youth and their parents / caregivers to V2 programs from relevant community and other organizations, with a focus on Foster Youth.
- To support referral pathways and proactive signposting of participants from V2 programs to existing mental health, education, housing, and employment and advocacy groups for mutual benefit.

The Community Liaison will be the primary coordinating contact for these activities across Georgia for local partners implementing V2 programs. The Community Liaison will capture challenges and successes with this work in a way that can be shared nationally and so benefit others.

As the Gala Event Chair, you will be responsible for planning one or two major galas per year to help raise money toward the operating budget. The aim of these galas is to raise a large sum of money to provide adequate funding without having to work as hard to get small donations throughout the year.

Gala event chair responsibilities are numerous and often include the following:

- Venue selection.
- Budgeting.
- Food planning.
- Entertainment planning.
- Silent auction planning.
- Raffle planning.
- Theme and decoration planning.
- Guest relations planning.
- Invitations and RSVP oversight.
- Event evaluation.

The Board Secretary

The Secretary keeps the minutes of the board of directors. Additionally, the Secretary is responsible for keeping track of the organization's activities to make sure the actions of the organization are in accordance to the organization's Bylaws. The Secretary usually keeps track of the board members' contact information in order to inform the board about meetings and updates on the organization. Communication, Scheduling, Notice, and Materials. As the custodian of the organization's records, the secretary is responsible for maintaining accurate documentation and meeting legal requirements, such as annual filing deadlines.

The Board Treasurer

A Treasurer is charged with overseeing the management and reporting of an organization's finances. The Treasurer and the Fundraiser Chair will work together and schedule telephone or online meetings to ensure that the financial needs of the organization are being met.

Since an organization's financial management is directly tied to the Treasurer's responsibilities, the Treasurer's execution of her responsibilities will have a strong impact on the public's perception, trust, and assurance in the nonprofit. Organizations should seek Treasurers with desirable skills such as financial literacy, attention to detail, timeliness in completing tasks, clear and accurate record keeping, and a willingness to ask questions.

Ultimately, while financial management is the primary focus of the Treasurer, the entire board shares the responsibility of financial oversight and accountability.

Appendix B

Presenting Sponsor \$15,000

- \$10,000 will be designated for V2 Housing Project.
- Two (2) Premier Gala tables of ten (10)
- Acknowledgment as the Presenting Sponsor during the evening's welcoming remarks
- An opportunity to appoint a representative to the Gala Committee
- Premiere positioned full-page advertisement in the Gala program
- Announcement as Presenting Sponsor in dedicated press release
- Company mention in general Gala press releases
- Recognition for one (1) year on the Community Foundation's homepage
- Company logo or name listing positioned prominently on all event signage collateral and promotional materials and table signs
- *Plus, additional recognition benefits listed at the Platinum Sponsor level*

Platinum Sponsor \$10,000

- \$4000.00 will be designated for V2 Housing Project
- Admission and seating for two (2) Gala tables of ten (10) each
- An opportunity to appoint a representative to the Gala Committee
- A full-page advertisement in the Gala program
- Company mention in general Gala press releases
- *Plus, additional recognition benefits listed at the Diamond Sponsor level*

Wine Sponsor \$10,000

- \$2000 will be designated for V2 Dorm Project
- Admission and seating for ten (10) at the Gala
- A full-page advertisement in the Gala program
- Recognition from the stage during welcoming remarks
- *Plus, additional recognition benefits listed at the Diamond Sponsor level*

Diamond Sponsor \$7,500

- \$1500 will be designated for V2 administration
- Admission and seating for ten (10) at the Gala
- A half-page advertisement in the Gala program
- Sponsor Listing on all event signage, including an electronic thank you billboard, collateral and promotional materials and table signs
- *Plus, additional recognition benefits listed at the Emerald Sponsor level*

Photographer Sponsor \$5,000

- Admission and seating for ten (10) at the Gala
- A quarter-page advertisement in the Gala program
- Sponsor Listing in the Honoree video credits, played during the award presentation
- *Plus, additional recognition benefits listed at the Emerald Sponsor level*

Entertainment Sponsor \$5,000

- Admission and seating for ten (10) at the Gala
- A quarter-page advertisement in the Gala program
- Sponsor recognition on signage placed in front of 2-3 live performers throughout event venue
- *Plus, additional recognition benefits listed at the Rubyd Sponsor level*

Ruby Sponsor \$1,800

- Admission and seating for four (4) at the Gala
- Sponsor Listing in the Gala program
- Tagged recognition on Twitter

Individual Admission \$150 per person

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