



**National Alliance of State Science
and Mathematics Coalitions
Member Coalition Annual Report Form**

Report Year: _____

COALITION

Coalition Name: _____

Coalition Website Address (URL): _____

FISCAL AGENT

Is your coalition registered as a 501(c)(3) organization? Yes No

If no, name of group acting as your fiscal agent: _____

PRIMARY CONTACT INFORMATION

The primary contact is the person responsible for receiving materials from NASSMC and for maintaining communication between the coalition and NASSMC.

Name and Title: _____
(Executive Director, Coordinator, President, etc.)

Mailing Address: _____

Office phone: _____ Fax: _____ Email: _____

SECONDARY CONTACT INFORMATION

The secondary contact will receive duplicates of many NASSMC communications and will back up the Primary Contact as NASSMC’s link to the coalition.

Name and Title: _____
(Executive Director, Coordinator, President, etc.)

Mailing Address: _____

Office phone: _____ Fax: _____ Email: _____

PERSON SUBMITTING THIS REPORT

(Signature)

(Date)

(Name, Printed)

**Please send this NASSMC member coalition annual report to:
NASSMC | 1840 Wilson Boulevard, Suite 200 | Arlington, VA 22201-3000
TEL: 703-516-5970 | FAX: 703-516-5979 | EMAIL: info@nassmc.org | URL: www.nassmc.org**



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COALITION GOVERNING BODY

Name of Body (e.g., Board of Directors, Executive Council): _____

Name & Title of Principal Officer: _____

MEMBER INFORMATION

For each member of the governing body give the person's name, title, and organizational affiliation in the section of the form for each of the principal sectors: business, education, community leadership and policymaking. Additional copies of this page may be completely and submitted if extra space is needed.

BUSINESS (Name, Title & Organizational Affiliation)
EDUCATION (Name, Title & Organizational Affiliation)
COMMUNITY LEADERSHIP (Name, Title & Organizational Affiliation)
POLICYMAKING (Name, Title & Organizational Affiliation)

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COALITION ACTIVITY REPORT

Please summarize the coalition's major activities and events of the past year (beginning April 1).

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Report Year: _____**Author's initials:** _____**COALITION MISSION AND GOALS**

Please provide a short statement of the mission/goals of your coalition. You may write them here, attach a document in which they are stated (and marked for easy location), or provide the address (URL) of a web site where they can be found.

FUNDING AND SUPPORT

Please summarize the coalition's funding sources.

GUIDELINES FOR STATE-LEVEL MEMBERSHIPS

1. The State Coalition

The state coalition can be either (i) a single organization or (ii) multiple organizations within the state that act together for NASSMC purposes under a written memorandum of understanding. At a minimum, each state coalition must meet the criteria in Section 2 below unless, by two-thirds vote of the Board of Directors, one or more criteria are waived to permit a particular state coalition to be seated for the balance of the term and to vote on matters that come before the Representative Assembly.

No state shall receive more than one voting membership, although it may have as many representatives or delegates as it wishes attend meetings of the Representative Assembly. In cases of competition for membership from different potential state coalitions, the NASSMC Board of Directors shall determine in its sole and exclusive judgment which application to recognize and accept based on the recommendations of a task force composed of members of the Representative Assembly.

The state coalition itself may be composed of individual associations, groups, coalitions or other organizations which overlap or complement one another within their state; but such an assembly of groups must still meet the other minimum qualifications and its constituents must have duly signed a joint memorandum of understanding that defines their relationship.

2. Criteria for Membership

- a. **Mission and Goals:** The state coalition must be formally organized with a written mission and goals. The mission and goals must be related to the advancement of science, mathematics, engineering, technical education, or public understanding of these subjects, or any combination thereof.
- b. **Diversity:** Since a state coalition serves diverse populations within the state, the organization should seek to include underrepresented and underserved communities in its planning development and implementation activities. Membership in the coalition should be nondiscriminatory.
- c. **Governing Body:** The state coalition must have a formal governing body with distributed representation from each of four sectors: the public policy and government sector; the private industry and commerce sector; the education sector; and the community sector (such as museums, publicly supported radio and television stations, social groups, and other organizations of citizens with a concern for the purpose of the state coalition).
- d. **Operating Procedures:** The state coalition must have regular written operating procedures, such as bylaws, and must provide NASSMC a written annual report of its members, finances and activities. A membership application or renewal shall not be accepted without being accompanied by this report covering the time that has elapsed since the last such submitted report.
- e. **Annual Fee:** The NASSMC Board of Directors, in September 2007, established the one-year membership fee of \$300. Member coalitions able to contribute at a higher level than regular dues amount will now be able to do so. The Board of Directors also established membership guidelines for sponsoring members such as corporations, federal and state agencies, foundations and professional organizations. Sponsoring members will pay annual dues of \$5000 and will serve in an advisory role to NASSMC. **The state coalition must submit the required annual fee at the time of submitting its annual report.**

3. Other Political Entities

The District of Columbia, the Commonwealth of Puerto Rico, the Pacific Island Network, or other independent jurisdictions eligible to receive domestic funding support from agencies of the United States government, such as the National Science Foundation or the U. S. Department of Education, are also eligible to become members under this provision. In each such case, the appropriate name of the jurisdiction shall be substituted for the word "state" wherever it appears.

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