



Paid Advertisement

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# Affiliates

NCTE members come from many different contexts. Joining one of these groups provides access to resources and experiences tailored to particular interests and needs.

[< return to Affiliate Annual Report page](#)

## 2024 NCTE Affiliate Annual Report Survey

**Annual reports are due by August 15, 2024.** Links to and information on all required documentation can be found on the [Annual Reports](#) page. Please contact [affsec@ncte.org](mailto:affsec@ncte.org) with questions.

NOTE: You may copy long responses from another program and paste them into the survey form. You will be able to upload multiple

documents into the form or provide a link to access your materials online.

**1. Full affiliate name:** *(Required)*

**2. Affiliate's acronym:** *(Required)*

**3. On what social platforms is your affiliate currently active?**

Website   X                  Facebook   Instagram   Other(s)

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**4. Does your affiliate offer an online community for members? If so, please list those here:**

**5. Affiliate representative completing this survey:**

*(Required)*

 

First

Last

**6. Affiliate representative email:** *(Required)*

**7. What is your role in the affiliate?** *(Required)*

The following questions ask how your affiliate relates to its members.

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**8. Total number of affiliate members:** *(Required)*

**9. Has your membership increased or decreased since 2023? Note the strategies you are implementing to increase membership. In particular, please describe any new initiatives (e.g., programs, events, communications) or revisions to existing initiatives that are intended to increase member engagement and any results you are seeing thus far.**

**10. Are there specific challenges or needs for which you could use NCTE guidance related to affiliate membership?**

**11. Does your affiliate hold at least one annual meeting for its membership that is at least partially devoted to the business of the affiliate, as required of all NCTE affiliates? *(Required)***

- Yes
- No (Please explain below.)

**If you answered no to the previous question, please explain below.**

The following questions concern your affiliate's operations.

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**12. Does your affiliate have tax-exempt status? Please check the appropriate answer below. (Required)**

- My affiliate has 501(c)(3) tax-exempt status.
- My affiliate does not have tax-exempt status.
- Other

Other

**13. Please indicate which of the following policies your affiliate has adopted that are required by the IRS for all 501(c)(3) nonprofit organizations that file 990 tax forms and are recommended for other nonprofit organizations as well. Please check all that apply.**

- Code of Ethics
- Conflict of Interest Policy
- Document Retention and Destruction Policy
- Whistleblower Policy
- Joint Venture Policy
- Compensation Policy

**If your affiliate does not have one or more of the above policies in place, please explain below.**

**14. Does your board review and vote to approve your annual budget? (Required)**

- Yes
- No

**15. Does your affiliate employ anyone, by contract or as an employee? (Required)**

- Yes
- No

**If you answered yes above, please list the positions and if the role has a contract.**

**16. Identify up to three issues (operational, policy, etc.) that concern your affiliate.**



**The following items need to be provided to complete your annual report. You may upload them below, provide a link to be accessed online, or email to [affsec@ncte.org](mailto:affsec@ncte.org) by August 15.**

- A. [Roster of officers](#) and [NCTE Affiliate Director Form](#), including position titles, street addresses, telephone numbers, and emails.
- B. A statement verifying that all your officers are members of NCTE.
- C. The affiliate's budget/financial statement for the past year. Use your own form or [this one](#).
- D. The affiliate's most recent constitution.
- E. The affiliate's Policy on Involvement of People of Color. View [NCTE's policy](#) as a model.
- F. Minutes of all meetings the affiliate had this past year. If you add [affsec@ncte.org](mailto:affsec@ncte.org) to the roster of officers to receive minutes, we'll get them throughout the year.
- G. The [Information Exchange Agreement](#) or a statement that your affiliate does not wish to participate.
- H. Copies of any affiliate newsletters and journals. If you haven't already put [affsec@ncte.org](mailto:affsec@ncte.org) on your list of "members" to receive your publications, please do so now.
- I. The most recent, approved, version of your affiliate's Constitution/Bylaws and the required policies outlined in question 13.

**17. Please upload the items listed above. You may upload multiple files. You may also provide a link to your materials online in the next question. If you would prefer to send these via email, they must be sent to [affsec@ncte.org](mailto:affsec@ncte.org) by August 15.**

Drop files here or

Select files

Max. file size: 100 MB.

**18. If you would prefer to provide a link for your materials to be accessed online, please provide the link below.**

https://

The following question concerns your affiliate's engagement with the NCTE Standing Committee on Affiliates (SCOA).

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**19. In what ways can your NCTE Standing Committee on Affiliates regional representative help you?**

The following questions concern your relationship with the National Council of Teachers of English (NCTE).

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**20. Are there particular topics and/or issues related to affiliate leadership and organizational matters around which you would like to see NCTE provide professional learning for affiliate leaders? If so, please describe.**

**21. Please describe any current affiliate, state, and/or local issues on which you would like to engage with NCTE.**