

Chapter Mandates

Formal Mandates

The formal mandates of the Hampton Roads Chapter of ASPA consist of federal law that defines the organization as a non-profit organization, the national ASPA By-laws and Code of Ethics, and the Hampton Roads Chapter Constitution and By-Laws. A summation of the dictates of these formal mandates is provided below:

IRS Code Section 501c (3)

- Defines organization as non-profit, for professional & educational purposes
- Identifies chapters as subunits of ASPA and Group Exemption Status
- Allows tax deductions to benefactors for donations to ASPA
- Prohibits participation or intervention in political campaigns
- Holds ASPA liable for all debts incurred

ASPA Constitution/By-Laws

- Defines requirements for forming and maintaining active chapter status
- Determines Membership Guidelines, Officer Requirements, Tax Exemption Rules
- Requires Executive Director to sign off on any contracts issued on behalf of a chapter organization
- Requires annual meetings to elect officers, and the submission of annual financial reports

ASPA Code of Ethics

- Defines what is meant by serving the public interest
- Defines respectful behavior towards rules and laws
- Defines characteristics of personal integrity to promote public trust
- Outlines commitment to promoting ethical organizations to the public
- Defines commitment to professional excellence

Hampton Roads Chapter of ASPA Constitution and By-Laws

- Determines purposes of Chapter
- Allows for and determines policy regarding Chapter rights to take positions on matters of public policy
- Describes Chapter membership criteria
- Defines geographic boundary covered by Chapter
- Outlines Officer and Governing Body organization, election rules, and terms of office
- Describes rules regarding times, notice to members, and reporting of finances at Chapter meetings

- Outlines procedure for making amendments to Chapter By-Laws
- Determines Fiscal Year deadlines for Chapter

Informal Mandates

ASPA's Mission

ASPA is the leading public service organization that:

- Advances the art, science, teaching, and practice of public and non-profit administration.
- Promotes the value of joining and elevating the public service profession.
- Builds bridges among all who pursue public purposes.
- Provides networking and professional development opportunities to those committed to public service values.
- Achieves innovative solutions to the challenges of governance.

Informal mandates are less-defined functions of the organization, but functions that are expected from the organization as a result of past performance or regular organizational operations. The Hampton Roads Chapter of ASPA informal mandates are:

- Development of Chapter Program Plans
- Promote the exchange of knowledge on issues facing public administration
- Address important public issues relevant to the central Florida region
- Promote Attendance and increase membership and retention
- Find good professional speakers to draw attendance to monthly meetings
- Create greater professional network for people in the Public Administration field
- Addressing member interests in program development
- Create value for public professionals in their careers and endeavor