

**Charlotte-Blue Ridge Chapter  
Membership Assistance Program (MAP)****Objective**

The objective of this program is to provide financial assistance to existing or recent members struggling to maintain their HFTP global membership. Not only will this be a kind gesture to an HFTP member, it will serve to ensure the continued strength of this Chapter, while retaining the Chapter's membership standing with HFTP Global.

**Nature of financial assistance**

The Chapter will pay one year's HFTP membership dues at the time of renewal, with continued affiliation with the Charlotte-Blue Ridge Chapter. Payment will be made directly to HFTP on the member's behalf.

**Annual maximum**

As noted above, the Chapter will pay just one year of dues. It is conceivable that the same person may benefit more than one year, but this will be evaluated on a case-by-case basis.

In addition, the Chapter intends to award a maximum of four (4) individuals annually. Currently this represents a total of \$1,500. It is recommended that these funds be set aside and reserved on the Chapter's balance sheet; a separate bank account is not necessary.

**Criteria**

The candidate must be a current member or an individual that recently let their membership lapse due to a financial hardship.

In order to qualify, there must be some identified financial hardship (e.g. loss of employment, employer no longer willing to pay for dues) facing a candidate. Knowledge of this hardship will generally originate with either a nomination from a fellow member to provide the assistance or a request by the candidate seeking such assistance. Ultimately, the candidate must confirm that there is a hardship if knowledge of this is not readily known by Chapter Board members.

The candidate's years of membership, level of involvement and service to the Chapter, as well as anticipated future employment in the hospitality industry, will be considered.

**Charlotte-Blue Ridge Chapter  
Membership Assistance Program (MAP)****Documentation**

This document will be posted on the Chapter's website. The Board may also choose to announce this and remind members at monthly meetings.

A formal application form will not be utilized. Instead, the following information is to be collected:

1. Name of candidate.
2. HFTP membership number.
3. Current HFTP membership status.
4. Name of nominating individual, if any.
5. Brief summary of the following:
  - a. The financial hardship currently faced.
  - b. Prior HFTP membership activity, involvement and service.
  - c. Anticipated future employment and involvement in the hospitality industry.

This information is to be provided to a Board member. If an individual requests the assistance, they should provide this information. If instead they are nominated to receive the assistance, that person may provide the information.

**Processing of assistance**

Once the necessary information has been received, a committee appointed by the Board will evaluate and reach a conclusion.

In the event the decision is made to provide this assistance to a candidate that did not request such, the candidate will first be advised of the decision and asked if they will accept.

Remittance to HFTP Global will follow accordingly.