

2023-2024 ENACTUS TEAM AFFILIATION AGREEMENT

The _____ institution will:

Institution Name

- Support the Enactus program by ensuring that the team has at least one committed Faculty Advisor
- Where possible, the institution will support and invest in the Enactus team. Opportunities to support the team range from attending team events, to securing an office space for the team, to allocating funding to help grow the team's initiatives and programs.
- The institution will send at least one Faculty Advisor to one of the Enactus Canada annual Regional Expositions and annual National Exposition and when possible, secure attendance from Deans and other important academic administrators
- The institution will let Enactus Canada know when the team is featured in any promotional campaigns

The _____ Enactus team will:

Institution Name

- [Follow the Enactus Code of Conduct](#)
- [Follow the Enactus Brand Guidelines](#)
- Provide operational updates and communicate with the Enactus Canada National Office in a timely manner
- Meet the Enactus Canada Minimum Quality Standards:
 - *The team has at least one committed Faculty Advisor who communicates regularly with the Enactus Canada National office*
 - *Administration recognizes and supports the Enactus team's operations on campus*
 - *Team membership is comprised of at least 10 active students (active is defined as 10+ volunteer hours)*
 - *The team has clearly structured its leadership positions with well-defined roles and responsibilities, and accountabilities to its membership*
 - *The team has created a budget with well-defined plans for funding operations and activities*
 - *The team competes at an annual Regional Exposition and at the annual National Exposition. The team in conversation with their Faculty Advisor(s) will proactively seek an exemption from their Program Manager if they are unable to compete.*
 - *The team accurately reports their year-end data on time, including project partnership final impact reports*
 - *The team runs at least one project that generates impact and meets the Enactus Judging Criterion*
 - *The student leader of the team meets with their respective Program Manager a minimum of once a month.*

Through adherence to the above requirements, your on-campus organization will be endorsed by Enactus Canada National Office as an Enactus Team. Failure to meet these standards will result in the team being put on a Performance Enhancement Plan for the following year, upon which they will work closely with their Program Manager to ensure standards are met.

Enactus Canada teams will receive:

- The right to use an Enactus team logo, brand resources and official recognition
- Invitations to Enactus Canada sponsored events and activities including Enactus Canada Expositions
- Support from Enactus Canada Program Staff which includes communication, training, materials, and resources
- One \$1,000 stipend to help cover the costs of a Faculty Advisor **of a competing team** to attend the National Exposition
- Opportunities for project funding, scholarship and bursaries, and training
- Access to recruitment opportunities with Enactus Canada partners
- Access to the Enactus Canada National/ Global network of students, faculty, alumni, recruiters and sponsors (communications with other stakeholders must be approved by Enactus Canada National Office)

Note: Enactus Teams are separate legal entities from the Enactus Canada National Office.

	STUDENT LEADER	FACULTY ADVISOR
Signature		
Name		
Phone Number		
Email		
Date		

	ADMINISTRATOR	ENACTUS CANADA
Signature		
Name		Catherine Fowler
Title		President & CEO
Email		catherine@enactus.ca
Date		

TEAM PAYMENT INFORMATION

*NOTE: Where possible, all team disbursements should be paid directly to an academic institution or a registered charity **through direct deposit**. Please speak with your program manager if you have any questions.*

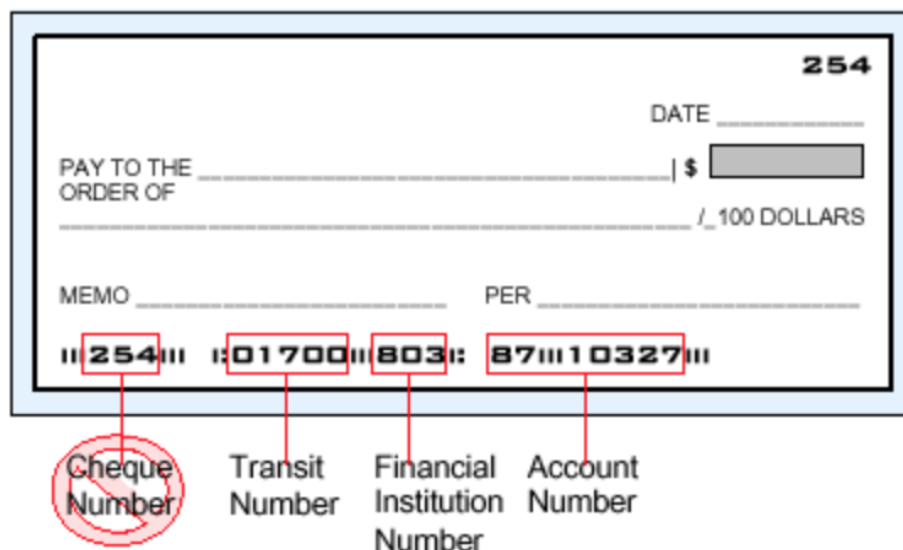
Payee (Name on account for direct deposit or, if necessary, who the cheque is made out to)	
Charitable Registration Number of Institution	
Memo (To tell account holder what the funds are for, i.e. Enactus Team or where they are to be directed within the institution)	

☐ While we understand Direct Deposit results in a quicker flow of funds to our institution, we request our team be paid **by cheque** using the above information. Mail the cheque to the following address:

Name/Addressee	
Street Address 1	
Street Address 2	
City	
Province	
Postal Code	

☐ Please pay our team **by direct deposit**, we have attached a direct deposit form or void cheque and filled out the information below that clearly indicates the account information. This is a form that you would get from your banking institution (can be retrieved via online banking).

Email (to contact when funds are sent through direct deposit) <i>NOTE: Only 1 email address can be added to the system</i>	
Transit/Branch Number (5 digits)	
Financial Institution/Bank Number (3 digits)	
Account Number (7+ digits)	



The diagram shows a void cheque with the following components labeled:

- Cheque Number**: 254 (circled in red)
- Transit Number**: 01700
- Financial Institution Number**: 803
- Account Number**: 871110327

Other visible text on the cheque includes: "254" in the top right corner, "DATE" followed by a line, "PAY TO THE ORDER OF" followed by a line, "\$" followed by a box, and "/ 100 DOLLARS". At the bottom, it says "MEMO" followed by a line and "PER" followed by a line.