



Harvard Club of Seattle

Program Committee Guidelines

1. All events must be approved by the program chair(s) and president.

Criteria for evaluation include:

Interest to members

Quality of the event

Cost

Fit with the mission of the club

2. Community Service

a. Acceptable programs:

Service activity created from the ground up (eg, Early College Awareness).

Recruitment of volunteers to work at a service event at an existing community organization if the event is organized by the Harvard Club or jointly by the club and the community organization (eg, joint effort with Year Up).

b. Programs that are NOT acceptable:

Fundraising for another organization.

or

Recruitment of volunteers to work on another organization's community service activities if the Harvard Club does not have any role in organizing the activity.

3. Other Programs

a. Acceptable programs:

Event created from the ground up (eg, Student Life Luncheon).

Event developed in partnership with another organization (eg, Harvard-Yale game viewing party).

Group tickets to an event run by another organization (eg, Yo-Yo Ma at Seattle Symphony).

Participation in or co-sponsorship of an event created by another organization (eg, Culinary event organized by the Stanford Club).

b. Programs that are NOT acceptable:

Participation in or co-sponsorship of an event that is primarily commercial in nature.