



NONPROFIT MEMBERSHIP APPLICATION

*Individuals and for-profit corporations should complete the Associate Membership Application;
Nonprofits that have not yet received an IRS 501(c) status should complete the
Emerging Nonprofit Membership Application.*

Full Name of Nonprofit: _____

Organization Email: _____

Website: **WWW.** _____

Address: _____

City, State, Zip: _____ County: _____

Phone: _____ Fax: _____

Federal Employer ID number: _____ NTEE Code (see page 2): _____

Organization Executive Director/CEO: _____ Phone: _____

Title: _____ Email: _____

Primary Contact Person (if different): _____ Phone: _____

Title: _____ Email: _____

of Full Time Employees: _____ # of Part Time Employees: _____

ANNUAL MEMBERSHIP DUES (please check off your level of dues):	
Organization's Annual Budget	Annual Dues
<input type="checkbox"/> \$1 – 9,999	\$100
<input type="checkbox"/> \$10,000 – 24,999	\$125
<input type="checkbox"/> \$25,000 – 49,999	\$150
<input type="checkbox"/> \$50,000 – 99,999	\$200
<input type="checkbox"/> \$100,000 – 199,999	\$350
<input type="checkbox"/> \$200,000 – 399,999	\$450
<input type="checkbox"/> \$400,000 – 599,999	\$625
<input type="checkbox"/> \$600,000 – 999,999	\$750
<input type="checkbox"/> \$1,000,000 – 1,999,999	\$850
<input type="checkbox"/> \$2,000,000 – 2,999,999	\$950
<input type="checkbox"/> \$3,000,000 – 3,999,999	\$1,050
<input type="checkbox"/> \$4,000,000 – 4,999,999	\$1,200
<input type="checkbox"/> \$5,000,000 – 5,999,999	\$1,300
<input type="checkbox"/> \$6,000,000 – 6,999,999	\$1,500
<input type="checkbox"/> \$7,000,000 – 7,999,999	\$1,600
<input type="checkbox"/> \$8,000,000 – 8,999,999	\$1,750
<input type="checkbox"/> \$9,000,000 – 9,999,999	\$1,850
<input type="checkbox"/> \$10,000,000 – 10,999,999	\$1,950
<input type="checkbox"/> \$11,000,000 – 11,999,999	\$2,050
<input type="checkbox"/> \$12,000,000 – 12,999,999	\$2,250
<input type="checkbox"/> \$13,000,000 – 13,999,999	\$2,350
<input type="checkbox"/> \$14,000,000 – 14,999,999	\$2,450
<input type="checkbox"/> \$15,000,000 – 15,999,999	\$2,500
<input type="checkbox"/> \$16,000,000 and higher	\$3,000

How did you hear about us? _____

Why are you joining? _____

Increase your membership's value!
Add any or all your staff to the Maryland Nonprofits email list. Attach a separate list of staff's names, job titles, phone numbers and emails to this application, and we will include them in all Maryland Nonprofits members-only communications.

Annual Membership becomes active when payment is received. We will send a renewal notice for next year's membership two months before this membership expires.

I have included a copy of our organization's 501(c) determination letter from the IRS.
 Check enclosed for \$_____ (payable to Maryland Nonprofits), or
 Charge \$_____ to my: Visa MasterCard AmEx Discover

Account Number: _____ Exp Date: _____

Name on Card: _____

By becoming a Maryland Nonprofits Member, we are committing to the Guiding Principles and fundamental values of the **Standards for Excellence® code** as stated on page 2. We also agree to permit Maryland Nonprofits to include our organization in its online member list and in other publications.

SIGNATURE: _____ DATE: _____

Return application, payment, 501(c) letter, & staff list to:
Maryland Nonprofits
1500 Union Ave Suite 2500
Baltimore, MD 21211



STANDARDS FOR EXCELLENCE® : An Ethics and Accountability Code for the Nonprofit Sector

GUIDING PRINCIPLES

I. MISSION AND PROGRAM

Nonprofits are founded for the public good and operate to accomplish a stated purpose through specific program activities. A nonprofit should have a well-defined mission, and its programs should effectively and efficiently work toward achieving that mission. Nonprofits have an obligation to ensure program effectiveness and to devote the resources of the organization to achieving its stated purpose.

II. GOVERNING BODY

Nonprofit are governed by an elected, volunteer board of directors that should consist of individuals who are committed to the mission of the organization. An effective nonprofit board should determine the mission of the organization, establish management policies and procedures, assure that adequate human resources (volunteer and/or paid staff) and financial resources (earned income, government contracts and grants, and charitable contributions) are available, and actively monitor the organization's financial and programmatic performance.

III. CONFLICT OF INTEREST

Nonprofit board and staff members should act in the best interest of the organization, rather than in furtherance of personal interests or the interests of third parties. A nonprofit should have policies in place, and should routinely and systematically implement those policies, to prevent actual, potential, or perceived conflicts of interest.

IV. HUMAN RESOURCES

A nonprofit's relationship to its employees and volunteers is fundamental to its ability to achieve its mission. Volunteers occupy a special place in nonprofit organizations, serving in governance, administrative and programmatic capacities. An organization's human resource policies should address both paid employees and volunteers, and should be fair, establish clear expectations, and provide for meaningful and effective performance evaluation.

V. FINANCIAL AND LEGAL

Nonprofits must practice sound financial management and comply with a diverse array of legal and regulatory requirements. A nonprofit's financial system should assure that accurate financial records are kept and that the organization's financial resources are used in furtherance of the organization's charitable purposes. Organizations should conduct periodic reviews to address regulatory and liability concerns.

VI. OPENNESS

Nonprofits are private corporations that operate for public benefit with support from the general public. As such, they should provide the public with information about their mission, program activities, and finances. A nonprofit should also be accessible and responsive to members of the public who express interest in the affairs of the organization.

VII. FUNDRAISING

Charitable fundraising provides an important source of financial support for the work of most nonprofit organizations. An organization's fundraising program should be maintained on a foundation of truthfulness and responsible stewardship. Its fundraising policies should be consistent with its mission, compatible with its organizational capacity, and respectful of the interests of donors and prospective donors.

VIII. PUBLIC AFFAIRS AND PUBLIC POLICY

Nonprofits provide important vehicles through which individuals organize and work together to improve their communities. Nonprofits should represent the interests of the people they serve through public education and public policy advocacy, as well as by encouraging board members, staff, volunteers and constituents to participate in the public affairs of the community.

NTEE Code Classification System:

Please enter on page 1, the **one** letter code from the list below that best describes your nonprofit.

A Arts, Culture & Humanities	N Recreation & Sports
B Education	O Youth Development
C Environment	P Human Services
D Animal-Related	Q International
E Health Care	R Civil Rights
F Mental Health	S Community Improvement
G Diseases, Disorders & Medical Disciplines	T Philanthropy, Voluntarism & Grantmaking
H Medical Research	U Science & Technology
I Crime & Legal Related	V Social Science
J Employment	W Public & Societal Benefit
K Food, Agriculture & Nutrition	X Religion-related
L Housing & Shelter	Y Mutual & Membership
M Public Safety, Disaster Prep & Relief	

After you have joined, please take advantage of the various benefits available to **save you time and money!**

- **Educate**
 - Free technical assistance
 - Discounts to our annual conference & trainings
 - Members-only communications
 - A “Training Passport” to stabilize your training costs
- **Strengthen**
 - Standards for Excellence® program featuring management and policy templates
 - Earn the Seal of Excellence!
- **Membership Benefits**
 - Insurance and employee benefits, including
 - D & O Liability Insurance
 - Worker’s Compensation
 - Group-buying discounts, including office supplies, technology, energy, conference calling, and more!
- **Engage**
 - Advocacy and research on sector-wide issues
 - Free job postings to advertise open positions

We’ll mail the complete list of benefits in your Welcome Packet, or visit www.marylandnonprofits.org