

## Give us a try...

Your communities are relying on you now more than ever to meet their needs in a challenging economy. We get that. Maryland Nonprofits is more committed than ever to maximizing your membership dues and providing you with value, excellence, and innovation. We save your organization time, money, and can help you use the economic downturn as a tool to become stronger than ever.

**Make the investment in your organization's future. Become a member today and we guarantee you'll see the payoff.**

## MEMBER BENEFITS QUICK REFERENCE GUIDE

### DISCOUNTS & BUYING POWER

#### Insurance and Employee Benefits

- Discounted worker's compensation and D&O insurance
- Access to health, dental, life, long term disability, and fidelity bond insurance; employee assistance program; retirement

#### Discounts

- Office supplies and equipment
- Energy purchasing program
- Phone/web conferencing – **New!**
- PR Newswire service – **New!**
- Background checks – **New!**

*More! See our website for details or contact 800.273.6367 x46 for more information*

#### Shared Resources – in Baltimore or Silver Spring

- Grant research tools - Foundation Center Online Professional, GrantsDirect.com, Pro Platinum
- Nonprofit management resource library
- Free use of meeting rooms 24/7
- Copying equipment

#### Training

- Classroom training discounts
- Online instructor-led training, webinars, and learn at your own pace online courses at discounted rates – **New!**
- Customized training – we come to you with training tailored to your specific needs

#### Consulting Services

- Consulting services at member rates
  - Members only searchable consultant databank
- Contact our consulting team at 877.565.0707 x24*

#### Standards for Excellence®

- Voluntary certification program at half price – earn the Seal of Excellence and set your organization apart

### ANSWERS

#### Free one-on-one Technical Assistance for your staff and board

- Get your questions answered – legal, fund raising, finance, boards, and more
- Contact us at [techassist@mdnonprofit.org](mailto:techassist@mdnonprofit.org) or 800.273.6367*

#### Policies and documents at your fingertips

- Standards for Excellence® Educational materials to help your organization follow best practices
- Customizable Employee Handbook and Supervisor's Manual; policies; bylaws and articles of incorporation

### INFORMATION SHARING/NETWORKING

#### Peer-to-peer Networking

- Monthly in-person sessions for executives and policy staff
- Online communities

#### Members-only Communication

- Quarterly *Sector Connector* newsletter
  - Monthly e-newsletter
  - Online nonprofit community calendar
- Members can submit items to share to [sectorconnector@mdnonprofit.org](mailto:sectorconnector@mdnonprofit.org)*

#### Advocacy

- Online Legislative Action Center – easy tools to help you engage in advocacy
- Year-long Advocacy Leaders training program
- Maryland Budget and Tax Policy Institute
- Annual state legislative preview and events

**FIND OUT MORE AT [WWW.MARYLANDNONPROFITS.ORG](http://WWW.MARYLANDNONPROFITS.ORG)**

**STANDARDS FOR EXCELLENCE® -  
GUIDING PRINCIPLES**

**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.

**GOVERNING BODY**

Nonprofits 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 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.

**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.

**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.

**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.

**OPENNESS**

Nonprofits are private corporations that operate for public purposes with public support. 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.

**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.

**PUBLIC AFFAIRS AND PUBLIC POLICY**

Nonprofits provide an important vehicle 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.

# Maryland Nonprofits

## NONPROFIT MEMBERSHIP APPLICATION

*Individuals, for-profit corporations, and organizations that have not received a nonprofit status determination letter from the IRS should complete the Associate Membership Application.*

Name of Nonprofit: \_\_\_\_\_

Organization Email: \_\_\_\_\_

Organization Website: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Federal Employer Identification Number: \_\_\_\_\_

Chief Professional Officer: \_\_\_\_\_

Title and Email: \_\_\_\_\_

Contact Person if Different: \_\_\_\_\_

Title and Email: \_\_\_\_\_

How did you hear about us? \_\_\_\_\_

Annual Membership Dues \$ \_\_\_\_\_ (from chart below)  
One-half Due Now \$ \_\_\_\_\_

**Membership is not active until payment has been received. You may submit payment via check or charge.**

Check enclosed (payable to Maryland Nonprofits)

Charge \$ \_\_\_\_\_ to my:  Visa  MasterCard

Account Number: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

Name on Card: \_\_\_\_\_

**Return to:** Maryland Nonprofits, 190 W. Ostend Street, Suite 201, Baltimore, MD 21230

Organization's Annual Budget	Annual Dues	Organization's Annual Budget	Annual Dues
\$1-9,999	\$100	\$5,000,000-5,999,999	\$1,300
\$10,000-24,999	\$125	\$6,000,000-6,999,999	\$1,500
\$25,000-49,999	\$150	\$7,000,000-7,999,999	\$1,600
\$50,000-99,999	\$200	\$8,000,000-8,999,999	\$1,750
\$100,000-199,999	\$350	\$9,000,000-9,999,999	\$1,850
\$200,000-399,999	\$450	\$10,000,000-10,999,999	\$1,950
\$400,000-699,999	\$625	\$11,000,000-11,999,999	\$2,050
\$700,000-999,999	\$750	\$12,000,000-12,999,999	\$2,250
\$1,000,000-1,999,999	\$850	\$13,000,000-13,999,999	\$2,350
\$2,000,000-2,999,999	\$950	\$14,000,000-14,999,999	\$2,450
\$3,000,000-3,999,999	\$1,050	\$15,000,000-15,999,999	\$2,650
\$4,000,000-4,999,999	\$1,200	\$16,000,000 and above	\$3,000

