



The Fund for Community Progress Membership Guidelines

The Fund for Community Progress seeks to be an inclusive organization that values partnerships with Rhode Island based agencies, both large and small, who work to bring about positive social change. The following criteria provide broad guidelines for membership. The Fund has a certain degree of flexibility in how it applies these guidelines.

1. We are committed to social change and welcome agencies who share our mission of building a better community and guaranteeing fairness and opportunity for all Rhode Islanders. We believe that social change can be brought about through advocating for systems change, through educational activities that increase knowledge and change people's opinions or behavior, or through the provision of services that improve the social or economic standing of the people served. *Please describe how your agency's programs and services promote social change.*
2. We believe that the people served by our member agencies should have a meaningful voice in the governance and decision making of those agencies. This may happen through membership on the agency's governing body or a client advisory board or through annual client surveys. *Please describe how your agency provides the people you serve with a meaningful voice in agency governance and decision making.*
3. As a coalition whose primary purpose is to raise funds to support its members, The Fund requires that each new member agency must either (1) open or reactivate two workplaces/accounts for The Fund's annual campaign [1 in first year of membership] or (2) secure at least one new event sponsorship or corporate gift. *Please list the workplace or sponsor you expect to engage on The Fund's behalf in your first year. Please note that allocation payments to new members do not begin until this requirement has been met. However, that will not affect payment of donor directed gifts. The Fund will be happy to explain this further and to help you prepare your response to this item.*
4. In order to protect the integrity of The Fund for Community Progress and its member agencies, it is incumbent on The Fund to insure that its members are organizationally stable. *Prospective members must provide the following items:*
 - a. Mission statement
 - b. List of current Board of Directors
 - c. 501c3 certification

- d. Current agency budget (administrative expenses should be less than 30%)
- e. Most recently completed IRS Form 990
- f. Annual report for most recent year (if not available, an agency brochure)
- g. Proof of annual compliance with all requirements of the Rhode Island Secretary of State as they apply to the prospective agency (e.g. DBR, if required.)

If you have questions on any item(s), The Fund will be happy to discuss with you.

- 5. All member agencies must be Rhode Island based and serve the needs of Rhode Islanders. As a general rule, The Fund for Community Progress does not count national charities or local affiliates of national charities among its members. *The Fund does make exceptions on a case by case basis.*
- 6. The Fund for Community Progress is a grassroots coalition that operates with substantial volunteer support from the member agencies of which it is comprised. Member agencies are active and engaged in the operation and governance of the organization. Member agencies must commit to fulfilling the duties outlined in our annual member contract. *Please list the names and titles of the persons who will be the primary and secondary liaisons to The Fund. If you are filing a formal application for membership now, please attach the minutes of the agency governing board meeting at which it was voted to confirm membership in The Fund.*