



THE FUND FOR COMMUNITY PROGRESS Membership Information

The Fund is a federation of some two dozen member agencies that combined have over 600 years of service here in RI. We add members on a limited basis but are always willing to speak with agencies about joining our federation.

Our primary source of income is workplace giving. We conduct a campaign and hold a roast fundraiser every fall. In order to add more agencies, we need to make the pie larger, not just cut the same size pie into more pieces. To that end, new members are expected to bring some source of new revenue (see contract below.)

Please note the following about the membership process. If you feel your agency fits with The Fund's mission and meets key criteria and you're interested in discussing membership, we'll be happy to meet with you.

Benefits of Agency Membership:

- 1. Joining two dozen plus nonprofit organizations as allies in the movement to create fairness and opportunity for all**
Participate on Board and committees, joint actions and public policy positions such as Proposition 9, "Heat or Eat" campaign and lead paint abatement.
- 2. Raising operating support through annual allocations and donor directed gifts**
Annual payments to participating agencies typically range from \$2,500 to \$12,000, averaging about \$7,500 from Campaign designated and undesignated gifts. These payments are unrestricted; agencies may use them however they choose.
- 3. Collaborating with other agencies that share a similar mission**
Greater networking opportunities; real world input on solving day-to-day problems. The ability to achieve critical mass and speak in a less-parochial voice through group efforts.
- 4. Building organizational and fund development capacity**
Access to information and training from staff and consultants. In recent years, The Fund has conducted weekend training for community organizers as well as a series of workshops funded or run by The Rhode Island Foundation. Peer workshops/annual retreats are held on topics of interest, such as board governance for smaller agencies and surviving in a down economy.
- 5. Increasing visibility through public awareness**
Participation in 85+ workplace campaigns, speaking opportunities, agency description on 60,000+ brochures and on Fund's website, agency's name on letterhead, special events and more.
- 6. Leading the effort to democratize philanthropy in Rhode Island**
Premier voice for expanding giving from charity to change so power and resources are more equitably distributed to the most neglected margins of society.

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.*

THE FUND FOR COMMUNITY PROGRESS
2009 Member Agency Contract [Abbreviated Version]

The Fund for Community Progress is a cooperative fund-raising organization, which depends upon the mutual participation of the member agencies for its efforts and its success. The following standards of participation are the minimum required of each Fund member agency:

1.) Focus year-round on The Fund's ongoing efforts to open new workplaces to ensure future resource growth by striving to gain access to new workplaces and increase giving at current workplaces each year. Each new agency must bring access* to two new workplaces within two years; agencies are responsible for helping to replace any of its workplaces that discontinue access or substantially reduce contributions. *Access includes getting sponsorship of The Fund's annual roast event and certain other engagement activities.

2.) Publicize The Fund for Community Progress and its activities where appropriate at the majority of agency events and include Fund logo on at least one-third of agency publications and on agency website. To effectively promote The Fund, stay current on key issues and accomplishments of The Fund and its member agencies.

3a.) Guarantee approximately 35 hours of volunteer help annually, including help for the fall workplace campaign as assigned by the staff. Each agency must service the campaign needs of workplaces for which it has gained access and help service workplaces where The Fund has primary responsibility.

3b.) Conduct a Fund workplace campaign for full-time employees and board members at the member agency. Work to achieve participation and dollar goals for member agencies as established by The Fund each year.

3c.) Welcome a representative of The Fund to meet once each year with the member agency's Board of Directors to discuss fund development activities.

3d.) Include discussion of The Fund's current activities on each agenda of the member agency's regular Board meetings.

4a.) Select one representative to serve on The Fund's Board and on a standing committee, to help perform the work of that committee and to help provide campaign support. (Committee work is included in volunteer hours.) Representatives must be empowered by the agency's board to make decisions on behalf of the agency.

4b.) Attend at least three out of four Board Meetings; attend the kick-off roast and at least two out of three of the following: the annual Planning Retreat, the awards event, and campaign presentation training; attend and actively participate in at least half the meetings of the committee that agency representative joins.

4c.) Make a personal (not agency) contribution to The Fund's annual campaign in order to achieve 100% personal participation from The Fund's Board (which is important to funding sources such as foundations and corporations). This contribution may be directed back to your own agency through The Fund's campaign.

5.) Provide by deadlines set by The Fund and its committees the necessary paperwork required for campaign regulations and allocation payments, including but not limited to: this Member Contract; annual Member Agency Self-evaluation; agency 501(c)(3); current State of RI DBR filing; updates of tax return; member agency Board list; and such other paperwork or information as The Fund shall from time to time reasonably require and request.

6.) Pay annual dues: \$250 by due date specified and purchase at least four tickets for the fall kick-off roast.

7.) Abide by the rules and procedures set forth in the Bylaws, the Board Member Manual, and established by the governing Board from time to time.

8.) Work in cooperative good will with The Fund for Community Progress.

9.) Join no other fund-raising federation without first resigning in writing from The Fund. (A federation is a membership organization like The Fund, with By Laws, etc.)

10.) Agree, if resigning from The Fund, that the member agency will honor all previous commitments made to participate in SECA (State), CFC (Federal) and other campaigns.

For more information, contact The Fund at 401-941-7100 or info@fundcp.org