

Operating Nonprofit Member Application

Name of organization _____

PRIMARY CONTACT _____ TITLE _____ EMAIL _____

EXECUTIVE DIRECTOR _____ TITLE _____ EMAIL _____

ADDRESS _____ CITY _____ COUNTY _____ STATE _____ ZIP _____

PHONE _____ WEBSITE _____

ORGANIZATIONAL FACEBOOK PROFILE _____ TWITTER HANDLE _____

ORGANIZATIONAL INFORMATION

Type of organization

- Nonprofit with 501c(3) status
- 501c(3) status pending
- Other 501c organization

Please choose the primary areas in which your organization works (choose no more than five)

- Arts, culture, humanities
- Education
- Environment
- Animal-related
- Health care
- Mental health and crisis intervention
- Diseases, disorders, and medical disciplines
- Medical research
- Crime and legal-related
- Employment
- Food, agriculture, and nutrition
- Housing and shelter
- Public safety, disaster preparedness, and relief
- Recreation and sports
- Youth development
- Human services
- International, foreign affairs, security
- Civil rights, social actions, advocacy
- Community improvement and capacity building
- Philanthropy, voluntarism, and grantmaking
- Science and technology
- Social science
- Public and societal benefit
- Religion-based
- Mutual and membership benefit
- Other

Organizational budget for current fiscal year: \$ _____

Dues

Budget size	Annual membership fee
Up to \$99,999	\$125
\$100,000-\$249,999	\$175
\$250,000-\$499,999	\$225
\$500,000-\$749,999	\$275
\$750,000-\$999,999	\$325
\$1 million-\$1.9 million	\$500
\$2 million-\$4.9 million	\$600
\$5 million-\$9.9 million	\$1,000
\$10 million and above	\$1,500

Special dues categories

Operating nonprofits outside the metro-Chicago area of Cook, DuPage, Kane, Lake, and Will counties receive a 50% discount.

DUES PAYMENT

Our check in the amount of \$ _____, made payable to Forefront, is enclosed.

Please charge our credit card \$ _____

Visa Discover Card MasterCard AmEx

CARD NUMBER _____ EXPIRATION DATE _____

PRINT NAME ON CARD _____

SIGNATURE _____

We ask that Operating Nonprofit Members strive to adhere to *Illinois Nonprofit Principles and Best Practices*, included with this application. Submission of the application indicates your willingness to do this.

Submit application and payment to Forefront, 208 S. LaSalle St., Suite 1540, Chicago, Ill. 60604; or scan and email to join@myforefront.org. Questions? Email join@myforefront.org.

Does your organization also perform grantmaking as well as grantseeking? If so, call us for information about joining as a Grantmaker Member.

Illinois Nonprofit Principles and Best Practices

We ask each Grantmaker and Operating Nonprofit Member organization to subscribe to these principles and strive to adopt the relevant best practices.

PREAMBLE

Nonprofit organizations—including foundations—must strive for excellence in realizing their missions, managing resources effectively, and governing well. Our democracy's corporate and tax structure benefits nonprofits. In return, they serve the public by providing opportunities for assisting underserved or disadvantaged populations, volunteerism and civic engagement, and developing new approaches to solving problems.

Mission and Purpose

1. The organization has a clearly stated charitable or education mission, approved by the governing body, in pursuit of public good.

Governance

2. The role, responsibilities, selection, and tenure of the governing body are clearly stated in the organization's governing and policy documents and understood by the governing body members.
3. The governing body ensures that its members are competent and knowledgeable, and it seeks diverse points of view and experience as needed to provide credible and effective oversight of all aspects of the organization's work.
4. The governing body regularly assesses the organization's mission and the effectiveness of the organization and its leadership in achieving it.
5. The full membership of the governing body is responsible for the organization, and each member acts at all times in an ethical manner and in the best interest of the organization and the public.

Legal Compliance, Fiduciary Responsibility, and Responsible Stewardship

6. The governing body and staff know about and comply with all federal, state, and local laws, regulations, and fiduciary responsibilities.
7. The governing body exercises active oversight of the financial affairs of the organization and sets policies to ensure that the organization's resources are used appropriately in furtherance of the organization's mission.

Communication, Accessibility, and Disclosure

8. The organization makes information about its mission, program activities, and finances available to the public and communicates in a clear and timely manner with those who request information.
9. Organizations that raise funds from the public or from donor institutions maintain solicitation policies that reflect the organization's mission and use of solicited funds.
10. Grantmaking organizations establish, follow, and clearly communicate processes for receiving, reviewing, and acting on grant applications and for monitoring and evaluating grants made.

Please visit www.myforefront.org to read the best practices for each principle.