

# AFP Membership for Large Nonprofits ... Cost-effective. Transferable. Indispensable.



*"We have a responsibility each day to raise as much money as we can to support our mission: efficiently, cost-effectively and ethically. For us, AFP membership is an indispensable tool, giving our team access to resources, information and best practices we put right to work."*

—David Whitehead  
Senior Vice President & Chief Development Officer,  
AARP & AARP Foundation

Call your AFP Concierge today at 800-666-3863, for more information and to learn about special new member discounts.

The larger your nonprofit organization, the greater the challenges you face. You rely on your fundraising and development team to produce the funds that make your organization run. Give them the tools they need to succeed with AFP Membership for Large Nonprofits. From sharing best practices to upholding the highest ethical standards, AFP membership helps ensure your fundraisers can reach their goals ... so you can fulfill your mission.

- Engage with experts locally, regionally and nationally
- Enjoy tiered discounts for multiple memberships within your organization
- Take advantage of being able to customize programming to suit your needs
- Transfer memberships to different individuals within your organization
- Available for organizations with eight or more AFP members

## Association of Fundraising Professionals

4300 Wilson Boulevard, Suite 300, Arlington, VA 22203-4168  
U.S. & Canada: +1 (800) 666-3863 | Mexico: +1 (866) 837-1948  
Fax: +1 (703) 684-1950 | mbrship@afpnet.org | www.afpnet.org



# CODE OF ETHICAL STANDARDS

## ETHICAL STANDARDS (Adopted 1964; amended Oct 2014)

The Association of Fundraising Professionals believes that ethical behavior fosters the development and growth of fundraising professionals and the fundraising profession and enhances philanthropy and volunteerism. AFP Members recognize their responsibility to ethically generate or support ethical generation of philanthropic support. Violation of the standards may subject the member to disciplinary sanctions as provided in the AFP Ethics Enforcement Procedures. AFP members, both individual and business, agree to abide (and ensure, to the best of their ability, that all members of their staff abide) by the AFP standards.

### PUBLIC TRUST, TRANSPARENCY & CONFLICTS OF INTEREST

#### Members shall:

- 1 not engage in activities that harm the members' organizations, clients or profession or knowingly bring the profession into disrepute.
- 2 not engage in activities that conflict with their fiduciary, ethical and legal obligations to their organizations, clients or profession.
- 3 effectively disclose all potential and actual conflicts of interest; such disclosure does not preclude or imply ethical impropriety.
- 4 not exploit any relationship with a donor, prospect, volunteer, client or employee for the benefit of the members or the members' organizations.
- 5 comply with all applicable local, state, provincial and federal civil and criminal laws.
- 6 recognize their individual boundaries of professional competence.
- 7 present and supply products and/or services honestly and without misrepresentation.
- 8 establish the nature and purpose of any contractual relationship at the outset and be responsive and available to parties before, during and after any sale of materials and/or services.
- 9 never knowingly infringe the intellectual property rights of other parties.
- 10 protect the confidentiality of all privileged information relating to the provider/client relationships.
- 11 never disparage competitors untruthfully.

### SOLICITATION & STEWARDSHIP OF PHILANTHROPIC FUNDS

#### Members shall:

- 12 ensure that all solicitation and communication materials are accurate and correctly reflect their organization's mission and use of solicited funds.
- 13 ensure that donors receive informed, accurate and ethical advice about the value and tax implications of contributions.

- 14 ensure that contributions are used in accordance with donors' intentions.
- 15 ensure proper stewardship of all revenue sources, including timely reports on the use and management of such funds.
- 16 obtain explicit consent by donors before altering the conditions of financial transactions.

### TREATMENT OF CONFIDENTIAL & PROPRIETARY INFORMATION

#### Members shall:

- 17 not disclose privileged or confidential information to unauthorized parties.
- 18 adhere to the principle that all donor and prospect information created by, or on behalf of, an organization or a client is the property of that organization or client.
- 19 give donors and clients the opportunity to have their names removed from lists that are sold to, rented to or exchanged with other organizations.
- 20 when stating fundraising results, use accurate and consistent accounting methods that conform to the relevant guidelines adopted by the appropriate authority.

### COMPENSATION, BONUSSES & FINDER'S FEES

#### Members shall:

- 21 not accept compensation or enter into a contract that is based on a percentage of contributions; nor shall members accept finder's fees or contingent fees.
- 22 be permitted to accept performance-based compensation, such as bonuses, only if such bonuses are in accord with prevailing practices within the members' own organizations and are not based on a percentage of contributions.
- 23 neither offer nor accept payments or special considerations for the purpose of influencing the selection of products or services.
- 24 not pay finder's fees, commissions or percentage compensation based on contributions.
- 25 meet the legal requirements for the disbursement of funds if they receive funds on behalf of a donor or client.

# Nonprofit Organizational Membership



Nonprofit Organizational Memberships are available to independently incorporated entities for multiple memberships from the same organization.

- The minimum number of memberships is eight.
- Payment must come from a single source.
- Memberships are transferable within the nonprofit organization
- All memberships will be adjusted to the same membership year.

- If you are joining this category for the first time, please contact Membership Services at (800) 666-3863 in order to determine proration for existing AFP members.

Please complete the entire form and return it with your dues payment to: AFP, 4300 Wilson Boulevard, Suite 300, Arlington, VA 22203-4168. To expedite your membership, fax this form with credit card payment to 703-684-1950.

## 1. Contact Information

(not necessarily AFP member)

CONTACT NAME

TITLE

NONPROFIT ORGANIZATION NAME

ADDRESS

CITY/STATE/PROVINCE

ZIP/POSTAL CODE/COUNTRY

PHONE

FAX

EMAIL

## 2. Calculate your Payment

### Nonprofit Organizational Category

Check which level you are joining and fill out the appropriate number of member contacts (*see reverse*)

- \$2,200** Minimum of 8 AFP Memberships (additional memberships at \$275 each)

## 3. AFP Code of Ethics

I certify that I have read and subscribe to the *AFP Code of Ethical Principles and Standards*. By virtue of signing this application, I accept the obligation to abide by the Code and acknowledge that a violation on my part may result in action by the AFP Ethics Committee. I also certify that I have not been found guilty, p led guilty or no contest, or had an adverse verdict or judgment entered against me in a proceeding in which I had been accused of fraud, misrepresentation, embezzlement, theft, or similar crimes, violations, or injury involving a charity or a donor or prospective donor to a charity. I understand that if there is a local AFP chapter within the vicinity, I must belong to the chapter in addition to belonging to the Association of Fundraising Professionals.

SIGNATURE REQUIRED, CEO OR CHIEF FUNDRAISING OFFICER OR

BOARD CHAIR

## 4. Method of Payment

- Check enclosed for \$\_\_\_\_\_
- Charge \$\_\_\_\_\_ to my:
  - Visa       MasterCard       American Express
  - Discover       Diner's Club

ACCOUNT #

EXP. DATE

SIGNATURE

CARD ID NUMBER (CVV)

STREET ADDRESS OF CREDIT CARD IF DIFFERENT FROM MEMBER

CITY, STATE/PROVINCE, ZIP/POSTAL CODE OF CREDIT CARD IF DIFFERENT FROM MEMBER

For Income Tax Purposes, dues are not considered a charitable contribution. If your organization is permitted to deduct dues from gross income under the U.S. Internal Revenue Code, AFP estimates that 3.9% of your dues are not deductible because of AFP's advocacy efforts.

## 5. AFP Member Names (Please duplicate this page as needed for additional AFP memberships)

I certify that I have read and subscribe to the *AFP Code of Ethical Principles and Standards*. By virtue of signing this application, I accept the obligation to abide by the Code and acknowledge that a violation on my part may result in action by the AFP Ethics Committee. I also certify that I have not been found guilty, pled guilty or no contest, or had an adverse verdict or judgment entered against me in a proceeding in which I had been accused of fraud, misrepresentation, embezzlement, theft, or similar crimes, violations, or injury involving a charity or a donor or prospective donor to a charity. I understand that if there is a local AFP chapter within the vicinity, I must belong to the chapter in addition to belonging to the Association of Fundraising Professionals.

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MEMBER NAME

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TITLE

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PHONE FAX

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EMAIL (REQUIRED FOR MEMBERSHIP)

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CHAPTER NAME

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PLEASE REFER TO THE STATEMENT AT THE TOP OF PAGE, SIGNATURE REQUIRED

The AFP membership list is available to reputable organizations subject to approval by AFP. If you do not wish to have your name released to other organizations please check here . I wish to receive a printed magazine, please check here .

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