

# Individual Membership Application



Please use this application if you wish to join AFP as an Individual. This membership will stay with you if you should leave your organization. If you would like an Organizational Membership, where the membership stays with the organization, please refer to the Organizational Membership Application.

If you need assistance, please contact the AFP Canada office at (416) 941-9144.

For more information about AFP, visit [www.afpglobal.org](http://www.afpglobal.org).

## TO COMPLETE THIS INDIVIDUAL MEMBERSHIP APPLICATION

1. Self-determine your category of membership (see box below).
2. Read the *AFP Code of Ethical Principles and Standards* and complete the signature line at the bottom of this application.
3. Mail completed form and payment (including association and chapter dues) to: Association of Fundraising Professionals, 260 King Street East, Suite 412, Toronto, ON M5A 4L5
4. Application may be faxed to (240) 396-5602

### CATEGORIES OF INDIVIDUAL MEMBERSHIP

(Self-determine your correct category)

- PROFESSIONAL:** Open to persons who hold some degree of responsibility directly for fundraising, work within the U.S. and Canada and are compensated for their services (members outside these two countries may join in this category as a volunteer fundraiser), subscribe to the *AFP Code of Ethical Principles and Standards* ("Code") and its bylaws, promote the *Donor Bill of Rights*, and are employed, or have been employed, by an organization that provides benefits to society.
- YOUNG PROFESSIONAL:** Open to persons who hold some degree of responsibility directly for fundraising, work within the U.S. and Canada and are compensated for their services, and are 30 years old or younger. All must subscribe to the *AFP Code of Ethical Principles and Standards* and its bylaws and promote the *Donor Bill of Rights* and be employed, or have been employed, by an organization that provides benefits to society.
- ASSOCIATE:** Open to persons who are engaged in fields related to fundraising, volunteers, or those who have mutual interests with fundraising professionals, subscribe to the *AFP Code of Ethical Principles and Standards* and its bylaws and promote the *Donor Bill of Rights*.

Please enter your name and address information or staple your business card.

NAME \_\_\_\_\_

TITLE \_\_\_\_\_

ORGANIZATION \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ PROVINCE \_\_\_\_\_

POSTAL CODE \_\_\_\_\_ COUNTRY \_\_\_\_\_

PHONE \_\_\_\_\_

CELL \_\_\_\_\_

FAX \_\_\_\_\_

EMAIL \_\_\_\_\_

## DUES AND FEES

Individual Membership with AFP is not transferable. In the event of change of employment or address, written or email notification to the AFP International Headquarters is required. All dues are payable on an anniversary year basis. The Professional and Associate membership fee includes two fees: the association fee and a local chapter fee. To determine your total membership dues, please complete the blanks below. The Young Professional Membership is a flat fee.

1. Please choose your category of membership:
  - Professional Membership: \$285 (association fee) plus Chapter Dues
  - Associate Membership: \$285 (association fee) plus Chapter Dues
  - Young Professional Membership (must be 30 or under): \$95 (\$65 association/\$30 chapter fee). Please provide birthdate: \_\_\_\_\_
2. Determine which chapter you will join (see back of form). Enter that chapter fee here: \$ \_\_\_\_\_ Chapter code: \_\_\_\_\_
3. TOTAL FEE: \$ \_\_\_\_\_
4. Payment method:  Check  Visa  MasterCard  AmEx  Discover

ACCOUNT # \_\_\_\_\_

EXP. DATE \_\_\_\_\_

CARD ID NUMBER (CVV) \_\_\_\_\_

### PLEASE ANSWER THE FOLLOWING QUESTIONS TO HELP US SERVE YOU BETTER:

- Does your organization pay your annual dues?  YES  NO
- Year you joined the fundraising profession \_\_\_\_\_
- 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 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.

YOUR SIGNATURE REQUIRED \_\_\_\_\_

DATE \_\_\_\_\_

You will receive services upon payment. Please allow 4–6 weeks for initial receipt of publications.

# Chapter Dues (11/12/2019)

Chapter Location	Chapter Fee Code	Chapter Location	Chapter Fee Code	Chapter Location	Chapter Fee Code
At Large USA	\$0 AAU	IN, Indianapolis	\$80 IN1	PA, Scranton	\$30 PA5
At Large Non-USA	\$25 AAF	IN, Lake/Porter Counties	\$50 IN4	PR, San Juan	\$30 PR1
AK, Anchorage	\$50 AK1	IN, Michiana	\$50 IN2	RI, Providence	\$50 RI1
AL, Birmingham	\$75 AL1	KS, Topeka	\$25 KS2	SC, Charleston	\$25 SC3
AL, Huntsville	\$75 AL4	KS, Wichita	\$50 KS1	SC, Columbia	\$25 SC1
AL, Montgomery	\$35 AL2	KY, Lexington	\$25 KY1	SC, Spartanburg	\$25 SC2
AR, Fayetteville	\$35 AR2	KY, Louisville	\$25 KY2	SD, South Dakota	\$50 SD1
AR, Little Rock	\$75 AR1	LA, Baton Rouge	\$50 LA3	TN, Chattanooga	\$75 TN3
AZ, Flagstaff	\$50 AZ3	LA, Lake Charles	\$25 LA5	TN, Knoxville	\$30 TN4
AZ, Phoenix	\$75 AZ1	LA, New Orleans	\$50 LA1	TN, Memphis	\$50 TN2
AZ, Tucson	\$55 AZ2	LA, Shreveport	\$30 LA2	TN, Nashville	\$55 TN1
CA, Los Angeles	\$100 CA1	MA, Boston	\$75 MA1	TX, Amarillo	\$25 TX9
CA, Monterey	\$50 CAB	MA, Springfield	\$40 MA2	TX, Austin	\$50 TX5
CA, Orange	\$75 CA5	MD, Baltimore	\$70 MD1	TX, Corpus Christi	\$25 TXB
CA, Palm Springs	\$50 CAE	MD, Frederick	\$30 MD2	TX, Dallas	\$50 TX1
CA, Riverside/San Bernardino	\$35 CA6	MI, Detroit	\$50 MI1	TX, Ft. Worth	\$50 TX3
CA, Sacramento	\$45 CA8	MI, Flint/Midland	\$30 MI3	TX, Houston	\$70 TX2
CA, San Diego	\$60 CA3	MI, Grand Rapids	\$50 MI2	TX, Lubbock	\$25 TX4
CA, San Fernando	\$50 CAA	MI, Lansing	\$60 MI4	TX, Midland/Odessa	\$50 TXA
CA, San Fran/Oakland	\$100 CA2	MN, Minn./St. Paul	\$85 MN1	TX, San Antonio	\$50 TX7
CA, Silicon Valley	\$50 CA9	MN, Paynesville	\$35 MN3	TX, Tyler	\$50 TXD
CA, San Joaquin Valley	\$35 CA4	MN, Rochester	\$50 MN2	TX, Waco	\$25 TX6
CA, San Luis Obispo	\$45 CAF	MO, Columbia	\$25 MO4	UT, Salt Lake City	\$50 UT1
CA, Santa Barb./Ventura	\$50 CA7	MO, Kansas City	\$70 MO1	VA, Hampton Roads	\$45 VA6
CA, Sonoma-Napa	\$40 CAD	MO, Springfield	\$25 MO3	VA, Harrisonburg	\$40 VA2
CA, Stan. Cnty/Modesto	\$30 CAC	MO, St. Louis	\$95 MO2	VA, Lynchburg	\$25 VA4
CO, Colorado Springs	\$75 CO2	MS, Jackson	\$50 MS1	VA, Richmond	\$35 VA3
CO, Denver	\$80 CO1	MT, Billings	\$25 MT1	VA, Roanoke	\$30 VA1
CT, Fairfield	\$50 CT2	NC, Asheville	\$45 NC3	VA, Winchester	\$30 VA5
CT, Hartford	\$50 CT1	NC, Cape Fear	\$30 NC7	WA, Seattle	\$75 WA1
DC, Washington	\$120 DC1	NC, Charlotte	\$25 NC1	WA, South Sound	\$50 WA2
DE, Wilmington	\$60 DE1	NC, Raleigh/Durham	\$50 NC2	WI, Green Bay/Sheboygan	\$30 WI4
FL, Ft. Laud/Broward	\$40 FL8	NC, Winston-Salem	\$40 NC4	WI, La Crosse	\$30 WI2
FL, Indian River	\$40 FLD	ND, Fargo/Grand Forks	\$35 ND1	WI, Madison	\$45 WI3
FL, Jacksonville	\$50 FL5	NE, Omaha	\$50 NE1	WI, Milwaukee	\$60 WI1
FL, Martin/St. Lucie Cnties	\$40 FLB	NH, Maine/Vermont/NH	\$35 NH1		
FL, Miami	\$50 FL1	NJ, Atlantic City	\$55 NJ2	<b>Canada Chapters</b>	
FL, Naples	\$30 FLA	NJ, Newark/Trenton	\$75 NJ1	AB, Calgary	\$80 CN6
FL, New Port Richey	\$60 FLF	NM, Albuquerque	\$50 NM1	AB, Edmonton	\$80 CN5
FL, Orlando	\$40 FL3	NV, Las Vegas	\$50 NV2	AB, Lethbridge	\$50 CNG
FL, Palm Beach	\$50 FL4	NV, Reno	\$30 NV1	BC, Okanagan	\$50 CNH
FL, Pensacola	\$40 FL9	NY, Albany/Schenectady	\$35 NY4	BC, Vancouver	\$75 CN3
FL, Polk County	\$50 FLG	NY, Buffalo	\$75 NY2	BC, Vancouver Island	\$50 CN2
FL, Port Charlotte	\$30 FLH	NY, Ithaca	\$40 NY7	MB, Winnipeg	\$60 CN7
FL, Sarasota	\$50 FL7	NY, Long Island	\$75 NY6	NB, New Brunswick	\$75 CNK
FL, Space Coast	\$40 FLE	NY, Mid-Hudson Valley	\$50 NY8	NF, St. John's	\$40 CNC
FL, Tallahassee	\$25 FL6	NY, New York City	\$115 NY1	NS, Cape Breton	\$75 CNJ
FL, Tampa/St. Pete	\$60 FL2	NY, Rochester	\$70 NY3	NS, Halifax	\$80 CND
FL, Volusia/Flagler	\$25 FLI	NY, Syracuse	\$50 NY5	ON, Barrie	\$100 CNL
GA, Atlanta	\$75 GA1	NY, Westchester Cnty.	\$45 NY9	ON, Hamilton	\$75 CNF
GA, Augusta	\$25 GA2	OH, Canton/Akron	\$35 OH4	ON, Kingston	\$50 CNE
GA, Savannah	\$25 GA3	OH, Cincinnati	\$50 OH3	ON, Ottawa	\$85 CN4
HI, Honolulu	\$50 HI1	OH, Cleveland	\$55 OH1	ON, Toronto	\$80 CN1
IA, Cedar Falls	\$50 IA5	OH, Columbus	\$55 OH2	ON, Windsor	\$50 CNB
IA, Cedar Rapids	\$50 IA2	OH, Dayton	\$35 OH7	QC, Montreal	\$50 CN8
IA, Des Moines	\$60 IA1	OH, Springfield	\$25 OH9	SK, Regina	\$50 CNA
IA, Dubuque	\$50 IA4	OH, Toledo	\$40 OH6	SK, Saskatoon	\$80 CN9
IA, Sioux City	\$30 IA3	OH, Youngstown	\$25 OH5		
ID, Boise	\$25 ID1	OK, Oklahoma City	\$50 OK1	<b>Mexico Chapters</b>	
IL, Champaign	\$50 IL6	OK, Tulsa	\$50 OK2	MX, Baja California	\$25 MX9
IL, Chicago	\$120 IL1	OR, Portland	\$50 OR1	MX, Capitulo Yucatan	\$25 MX8
IL, Peoria	\$40 IL2	PA, Allentown	\$45 PA4	MX, Chihuahua	\$25 MX5
IL, Rockford	\$35 IL3	PA, Altoona	\$25 PA7	MX, Guadalajara	\$25 MX4
IL, Rock Island/Davenport, IA	\$50 IL5	PA, Berks	\$40 PA8	MX, Mexico City	\$25 MX1
IN, Fort Wayne	\$50 IN3	PA, Harrisburg	\$50 PA2	MX, Monterrey	\$25 MX2
		PA, Meadville/Erie	\$25 PA6		
		PA, Philadelphia	\$100 PA1	<b>International Chapters</b>	
		PA, Pittsburgh	\$50 PA3	Bermuda	\$60 BM1
		PA, Pocono Mountains	\$25 PA9	Egypt	\$0 EG1
				Hong Kong	\$25 HK1
				Jakarta	\$25 JK1



# 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, BONUSES & 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.