
NATIONAL CHILDREN'S FACILITIES NETWORK

MEMBERSHIP APPLICATION

NCFN Overview: The National Children's Facilities Network (NCFN) is a coalition of nonprofit financial and technical assistance intermediaries involved in planning, developing, and financing facilities for low-income early care and education programs. The Network's purpose is to share information on children's facilities issues; initiate legislation and regulations affecting low-income early care and education facilities; and develop and support various financing strategies, initiatives and programs. Members of the Network benefit from a shared and focused voice in public policy and a shared knowledge base, and work together to increase resources for facilities development.

Membership Eligibility Criteria: To be eligible for NCFN membership, an organization must:

- Be a non-profit, tax-exempt organization (note: individuals may also apply if they meet all other eligibility criteria, and will be considered on a case-by-case basis);
- Demonstrate a substantial commitment to the development of children's facilities, with an emphasis on facilities serving low-income children;
- Demonstrate a history of activities with respect to children's facilities consisting of one or more of the following:
 - Lending or otherwise facilitating financing
 - Real estate development services
 - Consulting or technical services
 - Policy analysis or recommendations
 - Research

Member Responsibilities: For NCFN to function effectively members are expected to:

- Participate in annual meetings
- Participate in committees or otherwise contribute to NCFN
- Share their organization's basic information and best practices
- Contribute annual dues

Membership Application Review Process: The application review process is as follows:

- To be considered for membership, complete the attached Application Form, including an organizational description explaining how the organization fits the NCFN membership eligibility criteria described above. *Do not include membership dues – an invoice will be sent upon acceptance.*
- The Executive Committee will review the application to make sure the organization fits the membership eligibility criteria described above. A committee member may call or email to follow up with questions.
- The Committee will consider the application, and will call or email the applicant with the result.
- Upon acceptance, an invoice for annual dues will be sent, to be returned with the following:
 - A short (250-word or less) summary description of the member organization and its child care facilities work, which will be included in NCFN materials;
 - Preference for which NCFN committee the organization would like to participate in.
- Once these have been received, the organization will be added to NCFN member and committee email and mailing lists, and welcome to join in all NCFN activities.

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APPLICATION FORM

1. Organizational contact information:

Organization _____

Contact person _____ Title _____

Address _____

City, State, Zip _____

Phone _____

Fax: _____

Email _____

Website: _____

2. Organizational description: Please attach a brief (one page) description of the organization and its work in the area of children's facilities development. Clarify what work in the area of children's facilities has already been carried out and what future work is planned. Please include specific information showing how the organization fits NCFN's membership eligibility criteria (see previous page).

3. Program size: Check one:

_____ Annual children's facilities program budget over \$200,000: Dues: \$1,000

_____ Annual children's facilities program budget \$100,000-\$200,000: Dues: \$500

_____ Annual children's facilities program budget under \$100,000: Dues: \$200

_____ Additional dues contribution \$ _____

NOTE: Do not enclose payment at this time. Upon acceptance as a member, an invoice will be sent.

Please submit this application, including an organizational description to:

NCFN
c/o Larrinda Lyles
Finance Fund
17 South High Street, Suite 900
Columbus, Ohio 43215

Phone: 614-221-1114 Ext. 10

FAX: 614-221-7493

Email: llyles@financefund.org