

Articles of incorporation

Article I

The name by which this Corporation is to be known in law is Michigan Federation for Children and Families.

Article II

The purpose or purposes for which the Corporation is organized are:

To improve services to children and families throughout Michigan and the nation by such means as (a) encouraging closer partnership, dialogue and coordination among private and public service providers, (b) working for an equitable distribution of funds to develop and expand child and family services, (c) developing and promoting appropriate standards for child and family care in private and public agencies, (d) informing legislative bodies, governmental departments, the judiciary and private organizations about child and family needs, (e) conducting educational and informational activities and (f) raising funds needed to support the organization's work.

The Corporation is organized exclusively for charitable, religious, educational and scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under Section 501(c)(3) of the Internal Revenue Code or corresponding section of any future federal tax code.

Article III

The Corporation is organized on a non-stock basis. The amount of assets, classified as to real and personal property, which it possesses (as determined at April 30, 2003) is as follows:

Real property	\$242.47
Personal property	\$0.00

The general terms of financing of the Corporation are as follows: dues, grants, contributions, income from activities. The Corporation is organized on a membership basis.

Article IV

The address of the registered office of the Corporation is: 309 North Washington Square, Suite 011, Lansing, MI 48933-1222. The name of the resident agent is William E. Long.

Article V

Section 1. Nonprofit operation.

No part of the earnings of the Corporation shall inure to the benefit of or be distributable to its members, trustees, officers or other private persons, except that the Corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of its purposes. No substantial part of the activities of the Corporation shall be the carrying on of propaganda or otherwise attempting to influence legislation, except as may be elected under provisions of the Internal Revenue Code, and the Corporation shall not participate in or intervene in (including the publishing or distribution of statements) any political campaign or behalf of or in opposition to any candidate for public office. Notwithstanding any other provision of these articles, the Corporation shall not carry on any other activities not permitted to be carried on by a Corporation exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code or corresponding section of any future federal tax code.

Section 2. Dissolution.

Upon the dissolution of the Corporation, any remaining unencumbered assets shall be distributed by the Corporation to any nonprofit organization or organizations exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not so disposed of by the Corporation shall be so disposed of by the Circuit Court or any other court of the State of Michigan that has jurisdiction in the place where the principal office of the Corporation is then located.

Section 3. Action without a meeting.

In addition to any other means of decision making permitted by law, any action that may be taken at a meeting of the members may be taken without a meeting if a written consent stating the action is signed by the number of members that would be required to approve the action at a meeting attended by all members entitled to vote.

Section 4. Directors' and officers' liability.

The personal liability of volunteer directors and officers of the Corporation is eliminated to the fullest extent permitted by the provisions of Section 209(c) and (d) of the Michigan Nonprofit Corporation Act, as amended and supplemented. To the fullest extent permitted by law, the Corporation assumes all liability to any person other than the Corporation or its members for all acts or omissions of a volunteer director or officer incurred in the good faith performance of duties as a director or officer occurring on or after the date this Article is adopted by the Corporation. If the Michigan Nonprofit Corporation Act is amended after adoption of this Article to authorize corporate action further eliminating or limiting the personal liability of volunteer directors and officers, then the liability of a director or officer of the Corporation shall be eliminated or limited to the fullest extent permitted by the Michigan Nonprofit Corporation Act as so amended. Any repeal or modification of this Article shall not adversely affect any right or protection of a volunteer director or officer of the Corporation pursuant to this Article existing at the time of any acts or omissions occurring before the effective date of the repeal or modification.

Section 5. Nondiscrimination.

The Corporation shall not discriminate against any person on the basis of age, race, color, sex, religion, physical handicap, national origin or any other basis provided in federal, state or local law, regarding any service performed by or for the Corporation.

—Revised September 26, 2003

Bylaws

In these bylaws, Michigan Federation for Children and Families is hereinafter sometimes referred to as "Federation."

Section 1. Membership

1.1. Eligibility. Membership is open to private, nonprofit child and family service agencies, associations, organizations and individuals that subscribe to the purposes of the Federation as defined in Article II of the Articles of Incorporation and that meet one of the following three criteria:

1.1.1. Full membership is open to private nonprofit child and family service agencies, statewide or regional agencies responsible for coordination of services of private nonprofit child and family service agencies and agencies operated as subdivisions or branches of a national, regional, or statewide administered child and family service agency in Michigan.

1.1.2. Affiliate membership is open to statewide, regional and local private nonprofit associations, educational institutions and organizations that are organized to promote public and private nonprofit policies and services that benefit children and families.

1.1.3. Individual membership is open to individuals who support public and private nonprofit policies and services that benefit children and families.

1.2. Members. Members must meet the membership standards and pay the dues established by the board of directors. Membership shall commence with the member's initial payment of dues and shall be continuous unless terminated as provided in Section 1.3.

1.3. Termination. Membership is ended by a written notice by either party, failure to pay required dues, or removal by a two-thirds vote of the board of directors whenever, in the board's judgment, areas of noncompliance with the membership standards have not been resolved by the member and the best interests of the Federation will be served by removal.

Section 2. Membership Meetings

2.1. Representation and Voting. A full or affiliate member shall be represented by its chief administrator, except that the chief administrator may authorize a senior administrator as the member's representative if such authorization delegates full responsibility for representing the member and if such delegation is submitted in writing by the chief administrator. Each full and affiliate member

representative shall have one vote upon all questions presented to the membership for action. Individual members represent themselves at membership meetings but have no vote. No proxy voting is permitted.

2.2. Annual Membership Meeting. The annual membership meeting shall be held within 60 days before the end of each fiscal year, at times and places fixed by the board of directors. Notice shall be mailed or otherwise delivered at least 30 days but not more than 60 days before the meeting to the last known address of each person on the Federation's membership rolls as of the date the notice is sent. Items to be considered at the annual meeting shall be limited to those approved by the board of directors, including election of board members, receipt of a board-approved budget for the new fiscal year and receipt of a report on the previous year's activities and projected activities for the new fiscal year.

2.3. Special Meetings. Special meetings of the membership may be called by the president when, in the judgment of the board of directors, the urgency of corporate business demands action by the membership. Items to be considered at special membership meetings shall be limited to those approved by the board and contained in written notice to the membership at least thirty (30) days prior to such meeting date.

2.3.1. Provider Network Activities. Provider networks may be organized by geography or service sectors. Each provider network may develop and implement activities consistent with the purposes of the Federation as defined in Article II of the Articles of Incorporation. Activities may include, but are not limited to, meetings for information and program coordination, activities with local public bodies and boards, state and federal legislative activity, training, education, cost and program coordination and public relations. Activities may include the active participation of member agency boards and staffs. All formal endorsements and/or positions of the Federation must be approved by the Federation board.

2.4. Quorum, Voting and Procedures. One-third (1/3) of the membership of the Federation representing full and affiliate members shall constitute a quorum for the transaction of business at a membership meeting, and a simple majority of those present will constitute an affirmative vote; except as provided in Section 9.1. A decision may be made in a meeting in which some or all member representatives participate

by a conference telephone or similar communications equipment by which all persons participating in the meeting may hear each other, provided that all participants are advised of the use of communications equipment and the names of the participants in the conference are divulged to all participants; such participation constitutes presence in person at the meeting. Votes of member representatives on the conference telephone or similar communications equipment shall be taken by roll-call. In addition, any action required to be taken at a meeting of the membership may be taken without a meeting via electronic communication (e-mail, fax, internet survey software, etc.). Responses to the electronic communication must constitute a quorum, and a simple majority of those responses will constitute an affirmative vote.

Section 3. Board of Directors

3.1. Composition, Selection and Terms. The affairs and property of the Federation shall be managed by a board of directors (hereafter "board"), all of whom are member representatives or individual members. Total membership on the board shall be no fewer than eighteen (18) and shall not exceed thirty-six (36). The board shall be constituted as follows:

3.1.1. Directors. Three groups of directors shall be elected as follows:

3.1.1.1. Full Members. No fewer than two-thirds of directors, serving staggered three-year terms, shall represent full members. At each annual meeting, the membership shall elect approximately one-third of the directors representing full members. No director representing full members shall serve more than two (2) terms in succession, excluding service for less than one-half of an unexpired term; a member shall be eligible for reelection as a director representing full members following a one-year absence from the board of directors.

3.1.1.2. Affiliate Members. No more than four (4) directors, serving staggered three-year terms, shall represent affiliate members. At each annual meeting, the membership may elect approximately one-third of the directors representing affiliate members.

3.1.1.3. Individual Members. Individual members are eligible for board membership with the exception of chief administrators of organizations eligible for full membership. No more than eight (8) directors, serving staggered three-year terms, shall represent individual members. At each annual meeting, the membership may elect approximately one-third of the directors representing individual members.

Bylaws – page 2 of 3

3.2. Nominating Committee. Directors shall be elected at an annual meeting from a slate of nominees proposed by the nominating committee, which shall function as follows:

3.2.1. Composition. The committee shall consist of five (5) to seven (7) member representatives appointed by the president and confirmed by the board. A majority of nominating committee members shall be representatives of full members. A simple majority of members of the committee will constitute an affirmative vote.

3.2.2. Powers and Duties. At least thirty (30) days before each annual membership meeting, the committee shall submit a slate of nominees to fill vacancies on the board. In preparing this slate, the committee shall consider the present and proposed composition of the board, including the factors of leadership, gender, ethnicity, geography, program specialization and additional qualities the committee believes will contribute to the effectiveness of the board. At the first meeting of the board following each annual membership meeting and as vacancies occur, the committee shall recommend to the board a slate of officers and non-officer members of the executive committee.

3.3. Removal of Directors and Filling of Vacancies. A director may be removed from the board by the board of directors whenever, in its judgment, the best interests of the Federation will be served thereby. A director who is absent from three (3) consecutive meetings of the board or from more than one-half (1/2) of the meetings in a calendar year may be contacted by the board president regarding attendance and the matter may be brought to the attention of the board at its next meeting. Removal from the board for any reason shall require two-thirds (2/3) of the quorum present. The nominating committee may recommend nominees to fill board vacancies, and the board of directors may elect a director to complete an unexpired term.

3.4. Board Powers and Duties. Subject to any limits in the Articles of Incorporation and these Bylaws, the board shall exercise all powers of the Federation allowed under Section 261(1) of 1982 Public Act 162 as amended (MCL 450.2261(1)), including but not limited to the following powers:

3.4.1. Executing Contracts, Conveyances, etc. The board of directors shall have full power and authority to designate the officers and/or agents who shall execute any contract, conveyance or other instrument on behalf of this Federation. When the execution of such contracts, conveyances, or other instruments has been authorized without specification of the executing officers, the president, vice-president, secretary, or treasurer

may execute them in the name of and on behalf of this Federation and may affix the corporate seal thereto.

3.4.2. Executive Director. The board of directors shall have the power to employ and discharge an executive director who, subject to the direction of the board, shall be charged with the responsibility for the conduct of the business of the Federation and shall perform such duties as the board shall direct.

3.4.3. Annual Budget. The board of directors shall have the power to approve the annual budget of the Federation.

3.5. Meetings. The Board shall hold regular meetings at least four (4) times per year, at times and places it determines. Special meetings may be called by the executive committee or by the board, with not less than five (5) days advance notice to each director of the time, place and purpose; a special meeting shall act only on matters included in the notice.

3.6. Quorum, Voting and Procedures. Except as otherwise provided in these bylaws, all decisions of the board shall be made at a meeting attended by a quorum. A quorum shall consist of one-third (1/3) of the directors then in office. Each director shall have one vote on questions before the board, and no director may cast a vote by proxy. A decision may be made in a meeting in which some or all directors participate by a conference telephone or similar communications equipment by which all persons participating in the meeting may hear each other, provided that all participants are advised of the use of communications equipment and the names of the participants in the conference are divulged to all participants; such participation constitutes presence in person at the meeting. Votes of member representatives on the conference telephone or similar communications equipment shall be taken by roll-call. In addition, any action required to be taken at a meeting of the board may be taken without a meeting via electronic communication (e-mail, fax, internet survey software, etc.). Responses to the electronic communication must constitute a quorum, and a simple majority of those responses will constitute an affirmative vote. No director shall vote on a matter that could create a personal conflict of interest unless the nature of the possible conflict has been disclosed to the board and the other members present, by a majority vote, permit the member to vote. Except as otherwise provided in these bylaws, procedural matters shall be determined in accordance with the current edition of Robert's Rules of Order.

3.7. Special Committees. Special committees may be appointed by the president with the concurrence of the board for such special purposes as circumstances

warrant. A special committee shall limit its activities to the accomplishment of the purpose for which created and shall not have power to act, except as is specifically conferred upon it by the board. Upon completion of the duties for which the committee was appointed, the committee shall stand discharged.

Section 4. Officers

4.1. Offices and Selection. The officers of the Federation shall consist of a president, a president-elect, a vice-president, a secretary, a treasurer and the immediate past president. They shall be chosen by the board from the board membership. At the first meeting of the board following the annual meeting in even-numbered years, the president-elect, vice-president and treasurer shall be elected; and at the first meeting of the board following the annual meeting in odd-numbered years, the secretary shall be elected.

4.2. Terms. The president, vice-president, secretary and treasurer shall serve terms of two years. The president-elect shall serve in that office for no more than three (3) years and shall become president when the preceding president leaves that office. The immediate past president shall serve a term of two years or until a succeeding president leaves the presidency and becomes the immediate past president. No officer shall hold the same office for more than two (2) consecutive two-year terms, excluding service for less than one-half (1/2) of an unexpired term; an officer shall be eligible for reelection to that same office following a one-year absence from that office.

4.3. Director Status of Officers. An officer whose term as a director expires during the term in office shall be a voting director until the expiration of the term in that office.

4.4. Vacancies. A vacancy in any office may be filled by a director nominated by the nominating committee and elected by the board to serve the remainder of the unexpired term, except that if the office of president becomes vacant, the president-elect shall complete the unexpired term and then serve a full two-year term. If no past president is serving as a director and available to serve in the office of immediate past president, that office shall remain vacant until a president leaves office and is available to serve as immediate past president.

4.5. Removal. An officer may be removed from office for any reason by a two-thirds (2/3) vote of the board.

4.6. Delegation of Authority. If an officer is absent or unable to carry out the duties of office, the board may delegate the powers and duties of that office to any other officer or director for a specified period of time.

Bylaws – page 3 of 3

4.7 Duties of Officers.

4.7.1. President. The president shall preside at all meetings of the membership, the board and the executive committee. The president shall be a voting ex-officio member of each committee, except the nominating committee, and shall perform such other duties as these Bylaws or the board may prescribe.

4.7.2. President-Elect. The president-elect shall perform such duties as the president or the board may assign. During any period of absence or disability of the president, the president-elect shall perform the duties and exercise the powers of the president.

4.7.3. Vice-President. The vice-president shall perform such duties as the president or the board may assign. During any period of absence or disability of the president and the president-elect, the vice-president shall perform the duties and exercise the powers of the president.

4.7.4. Secretary. The secretary shall attend membership, board and executive committee meetings and shall keep, or cause to be kept, accurate minutes of the proceedings of these meetings. The secretary shall ensure that timely notice of meetings is provided to those entitled to receive them, shall have custody of the records (except the financial records) and the corporate seal of the Federation and shall perform such other duties as these Bylaws or the board may prescribe.

4.7.5. Treasurer. The treasurer shall oversee all funds, shall see that accurate books of account are maintained, shall ensure compliance with government tax, reporting and other requirements and shall provide the Board with financial reports and statements as needed.

Section 5. Executive Committee

5.1. Composition and Selection. The officers and two additional non-officer executive committee members elected for two-year terms by the board from the board membership at the first meeting following the annual meeting, or at any other time when needed to fill a vacancy, shall constitute an executive committee. Non-officer members of the executive committee shall be eligible to serve for no more than two (2) consecutive two-year terms, excluding service in less than one-half (1/2) of an unexpired term; a non-officer executive committee member shall be eligible for reelection to a non-officer position following a one-year absence from that position. A non-officer executive committee member whose term as a director expires during the term on the executive

committee shall be a voting director until the expiration of the term on the executive committee.

5.2. General powers and limitations. In emergency situations or during intervals between meetings of the board and, subject to such limitations as may be imposed by law, the Articles of Incorporation or these Bylaws, the executive committee shall have and may exercise all the authority of the board of directors in the management of the Federation, except that no action shall be taken which shall conflict with the expressed policies of the board. Actions taken by the executive committee on behalf of the board shall be reported to the board at its next regular meeting.

5.3. Quorum and Voting. Four (4) members shall constitute a quorum of the executive committee, and action on any issue shall require a majority vote of the quorum present. A decision may be made in a meeting in which some or all executive committee members participate by a conference telephone or similar communications equipment by which all persons participating in the meeting may hear each other, provided that all participants are advised of the use of communications equipment and the names of the participants in the conference are divulged to all participants; such participation constitutes presence in person at the meeting. Votes of member representatives on the conference telephone or similar communications equipment shall be taken by roll-call. In addition, any action required to be taken at a meeting of the executive committee may be taken without a meeting via electronic communication (e-mail, fax, internet survey software, etc.). Responses to the electronic communication must constitute a quorum, and a simple majority of those responses will constitute an affirmative vote. No executive committee member may cast a vote by proxy. No executive committee member shall vote on a matter that could create a personal conflict of interest unless the nature of the possible conflict has been disclosed to the executive committee and the other members present, by a majority vote, permit the member to vote.

Section 6. Finances and Records

6.1. Acceptance of Funds. Grants, donations, bequests and other funds and property may be accepted from any source in conformity with policies adopted by the board.

6.2. Books and Records. The Federation shall keep correct and complete books and records of account and shall keep minutes of the proceedings of its board and committees having any of the authority of the board. All books and records of the Federation may be inspected by any member

or its agents or attorney, for any proper purpose, at any reasonable time.

6.3. Payments to Directors and Officers. There shall be no compensation for serving as an officer or director, but officers and directors may be compensated for other services to the Federation and reimbursed for expenses incurred on its behalf.

6.4. Fiscal Year. The financial records and reports of the Federation shall be based on a fiscal year established by resolution of the board.

Section 7. Indemnification

7.1. Indemnification. To the extent permitted by law, the Federation shall pay or reimburse expenses and liabilities incurred by its officers, directors and employees as a result of actual or threatened legal or administrative proceedings related to their service to the Federation, provided they acted in good faith in the matters giving rise to the proceedings, reasonably believed their actions to be in the best interests of the Federation and did not knowingly violate the law and further provided they have given prompt notice of the matters to the Federation and have given it the opportunity to provide legal counsel and to participate in resolution of the matters. Expenses and liabilities include, but are not limited to, costs of legal counsel reasonably incurred or imposed as a result of actual or threatened proceedings, judgments and fines and settlements reasonably entered into, regardless of whether the officer, director, or employee is still serving the Federation in that capacity at the time the expenses or liabilities are incurred.

Section 8. Amendment of Articles of Incorporation or Bylaws

8.1. Amendment. The power to make, alter, or repeal all or any part of the Articles of Incorporation or these Bylaws shall be vested in the full and affiliate members of the Federation. Any change in the Articles of Incorporation or these Bylaws requires the affirmative vote of either: (1) A simple majority of the combined full and affiliate member representatives, including a simple majority of the full member representatives, or (2) a two-thirds (2/3) majority of the full member representatives. Any proposal to amend, alter, add to or repeal the Articles of Incorporation or the Bylaws shall not be acted upon unless included in the notice of the meeting sent at least thirty (30) days prior to the meeting date. Voting may be by those authorized representatives present and/or by ballot sent to all full and affiliate member representatives.

—Revised by the Membership in October 2010



Membership standards

All applicants and renewing FULL, AFFILIATE and INDIVIDUAL members shall meet the following criteria:

1. Subscribe to the purposes of the Federation as defined in the Articles of Incorporation, bylaws and policies adopted by the Federation board of directors.
2. Agree to participate in the work of the Federation through membership meetings, committee and /or regional activities and data collection efforts.
3. Pay membership dues to the Federation based upon the rate and schedule for payment established by the board of directors from time to time. Any exceptions to timely payment must be in accordance with board-approved policy.

In addition, all applicants and renewing FULL and AFFILIATE members shall meet the following criteria:

4. Be a private, nonprofit corporation.
5. Have both the financial resources and systems of fiscal accountability necessary to carry out its programs and services, demonstrating clearly a nonprofit, charitable status.
6. Have a written statement of the agency's purposes, goals and objectives.

In addition, all applicants and renewing FULL members shall meet the following criteria:

7. Upon application for membership, must have provided services for two years, unless otherwise approved by the Federation board of directors.
8. If the agency's functioning within the state requires licensure by the state, must hold a valid current license.
9. Be governed by an elected citizens-type board of directors or reflect citizen involvement in policy decisions through an advisory council or committee.
10. Consistent with the Federation's policy strongly recommending that member agencies be accredited by a national standards-setting body, if the agency is accredited by a national standards-setting body, or a service program within the agency is accredited, the agency must provide its accreditation certificate to the Federation at application time and as renewed or achieved.
11. Have a defined professional, administrative and organizational structure, which provides for clarity of function, accountability of staff and protection of client rights.
12. Have written personnel policies which insure sufficient and qualified staff, employed on an equitable basis and reflective of clients' cultural diversity.
13. Have written policies promoting cultural competence in the workplace and training for such; outlining a process to move toward and maintain cultural diversity awareness, appreciation, sensitivity and action and methods of incorporating cultural sensitivity into everyday agency life.

— Amended by the Federation Board on August 14, 2002



Dues policies

FULL member dues formula

Commencing October 1, 2016, and until further action of the Board, the annual Federation full member dues shall be based on an amount equal to:

Each full member's total agency expenditures

[to include unrestricted operating expenditures, restricted fund(s) expenditures and depreciation expense; and to exclude capital asset acquisition expenditures] as reported in each agency's annual audit for the most recently-completed fiscal year, multiplied by .002575, with varied caps based on an agency's total annual audited expenditures.

Agency total expenditures	Dues rate	Dues ranges
up to \$400,000	.002575	\$1,030
\$400,001-\$500,000	.002575	\$1,030 - \$1,288
\$500,001-\$1,000,000	.002575	\$1,288 - \$2,575
\$1,000,001-\$2,000,000	.002575	\$2,575 - \$5,150
\$2,000,001-\$3,000,000	.002575	\$5,150 - \$7,725
\$3,000,001-\$4,000,000	.002575	\$7,725 - \$10,300
\$4,000,001-\$5,000,000	.002575	\$10,300 - \$12,875
\$5,000,001-\$7,500,000	.002575	\$12,875 - \$13,390
\$7,500,001-\$10,000,000		capped at \$13,905
\$10,000,001-\$12,500,000		capped at \$14,420
\$12,500,001-\$15,000,000		capped at \$14,935
\$15,000,001-\$17,500,000		capped at \$15,450
\$17,500,001-\$20,000,000		capped at \$15,965
\$20,000,001-\$25,000,000		capped at \$16,480
\$25,000,001-\$30,000,000		capped at \$16,995
\$30,000,001-\$35,000,000		capped at \$17,510
\$35,000,001-\$40,000,000		capped at \$18,025
\$40,000,001-\$45,000,000		capped at \$18,540
\$45,000,001-\$50,000,000		capped at \$19,055
\$50,000,001-\$55,000,000		capped at \$19,570
\$55,000,001-\$60,000,000		capped at \$20,085
\$60,000,001-\$65,000,000		capped at \$20,600
\$65,000,001-\$70,000,000		capped at \$21,115
Over \$70,000,000		capped at \$21,630

Minimum dues \$1,030 per year • Maximum dues \$25,750 per year

If a full member applicant had left membership owing dues, that applicant must have paid minimally its dues arrearage equal to one-third of its annual dues prior to reinstatement as a member.

— Amended by the Federation Board of Directors at its meeting on September 14, 2016

Affiliate member dues formula

Until further action of the Board, the annual Federation affiliate member dues shall be based on an amount equal to:

Each affiliate member's total current-year budgeted expenditures, multiplied by .0015. Minimum dues \$500; maximum dues \$1,000.

Examples of dues assessments:

Agency budget size	Dues rate	Dues
\$ up to \$333,333	0.0015	\$500
\$400,000	0.0015	\$600
\$500,000	0.0015	\$750
\$600,000	0.0015	\$900
\$750,000	0.0015	\$1,000

Individual member dues

Until further action of the Board, the annual Federation individual member dues shall be \$75, with the following exceptions. Individual member dues shall be \$60 if an individual member is: (1) a Board member of a current full or affiliate member; (2) employed by—or a dues-paying member of—a current full or affiliate Federation member or (3) employed by a current corporate or foundation sponsor.

Corporate and foundation sponsorships

Until further action of the Board, the annual Federation corporate and foundation sponsorships shall be \$750.

Annual sponsorships may be undesignated or may be designated as underwriting—in full or in part—specific Federation projects or publications.

— Amended by the Federation Board of Directors at its meeting on September 15, 2010

Dues policies – page 2 of 2

Membership dues payment

The Board of Directors of the Michigan Federation for Children and Families has endorsed the following policies regarding member dues:

1. Membership begins upon initial dues payment and approval of the member application and, once begun, is continuous unless terminated, in writing, by either party.
2. Dues are not subject to waiver, except as allowed through application of the Federation's policy on member dues adjustment.
3. Payment is due within the first 30 days of each quarter for full members. Affiliate and individual member dues are payable once annually on or before their annual renewal date. Discounts as established by the board of directors may be offered for prepayment of half-year and full-year dues for full members.
4. If the submission of a completed dues computation form by a full member is more than 30 days overdue, dues shall be presumed at 110% of the previous year and billed accordingly until corrective documentation is received.
5. A reminder notice will be sent to a full member whose quarterly payment is not made within 30 days of the first day of the quarter. Such notice shall include the Federation's policy on member dues payment.
6. If a full member's quarterly dues payment is unpaid 90 days following the due date, the full member will be sent a notice that unless payment is made within 120 days of the due date, membership shall be terminated and the full member shall be required to pay one-third (four months' dues) of its annual dues prior to reinstatement as a member. Any exception allowing an agency to retain membership while owing more than four months' annual dues can be made only by executive committee action. The executive committee is authorized to permit a delayed-payment plan for outstanding dues so long as the agency returning to membership makes timely dues payments for their re-established membership.

—Amended by the Federation Board of Directors Sept. 26, 2003

Full member dues adjustment

It is the policy of the Federation to encourage retention of members. Therefore, the Executive Committee of the Board may reduce dues for a full member agency due to a significant loss of income, which translates to significantly-reduced operating expenses, when all of the following five (5) conditions apply:

1. The full member makes a written request for a reduction in dues.
2. The loss of income is outside the control of the full member.
3. It is anticipated that the lost income will not be restored in the next 12 months.
4. The requested reduction in current year annual dues, if approved, is greater than \$1,000 or 25% of the full member's current year annual dues assessment.
5. The full member states that it is unable to meet current financial obligations, including dues, and submits a board-adopted budget showing a corresponding reduction in anticipated operating expenses.

The effective date for the approved reduction shall be the next quarterly due date unless the full member requests a later effective date. All obligations for past-due dues shall remain in effect and may be subject to an approved repayment agreement. The decision of the Executive Committee shall be reported to the Board as information.

—Amended by the Federation Board on August 14, 2002

Membership dues incentive credit

A special dues incentive credit will be granted to any current Federation full or affiliate member agency which "sponsors" a new full or affiliate member application that is ultimately approved for membership. The sponsor's dues incentive credit would be based upon all of the following seven conditions:

1. "Sponsor" is defined as a current Federation full or affiliate member which is identified by the new agency as having been responsible for recruiting the new full or affiliate member.
2. The sponsor member's name will be required on the new member's Membership Application. One or more current full and/or affiliate members may be identified as a sponsor.
3. Upon the Federation's receipt of the new full or affiliate member's first three months' dues payment, the sponsor member will receive a credit toward its dues obligation for the fiscal year in which the new member dues payment is received. In the event that more than one current full or affiliate member agency is identified as a sponsor of the new member, the credit amount will be split amongst all sponsors equally.
4. The incentive credit will be calculated as follows:
INCENTIVE CREDIT: Amount equal to new member's dues for first three months, not to exceed sponsor member's total annual dues for the fiscal year in which the credit is applied.
5. Full and affiliate members are eligible to sponsor an unlimited number of new full or affiliate member applications.
6. Full and affiliate members may waive the dues incentive credit if so desired.
7. This dues incentive credit program will be in effect commencing October 1, 1996 until such time as the Federation Board of Directors votes to modify or cancel the program.

—Amended by the Federation Board on August 14, 2002