



California State Foster Parent Association, Inc.  
Representing all California Resource Families  
*"To Touch A Life Forever"*

## CSFPA Chapter Membership Requirements

MEMBERSHIP YEAR: JANUARY 1<sup>ST</sup> THROUGH DECEMBER 31<sup>ST</sup>

### CHAPTER MEMBERS

Initial Chapter application must be submitted with the following information:

- A. Chapter Roster Form
- B. Initiation or Renewal Fee
- C. Dues
- D. Copy of Chapter By-laws and Operating Procedures
- E. Membership List
- F. Copy of President and Vice President/s Licenses in addition to Letter of Good Standing from licensing agency if date on license is more than a year from current year

Chapter President and Vice President/s must be currently licensed foster parents/resource families in good standing with their licensing agency at time of election.

All Chapters must submit the above membership information to the CSFPA Membership Chairperson by January 15<sup>th</sup> of each year to qualify for coverage under the CSFPA Liability Insurance plan and to use the 501C3 non profit tax status.

Chapters who have their own 501C3 nonprofit status must provide the Membership Chairperson with a copy of the IRS letter showing their nonprofit tax ID number in addition to a canceled check showing their nonprofit fee has been paid.

When all required paperwork is received, a Chapter Charter will be issued annually to all member chapters, and the chapter is ratified at a quarterly CSFPA board meeting.

## FEES

1. Initiation fee for all chapters is \$50.00. This must be paid within one (1) month of the application submission.
2. Chapters using the CSFPA non profit number must pay an annual \$50.00 renewal fee (due by January 15<sup>th</sup> of each year).
3. Chapters who use their own non profit number must pay an annual \$25.00 renewal fee.

## DUES

1. Dues are \$15.00 for each member of your chapter.
2. Dues are per member and entitle each member with full voting privileges at the annual CSFPA meeting.
3. Dues should be submitted within one month of an individual joining the association.

No Chapter will be ratified or have voting rights until all membership fees and dues have been received. All membership information is to be sent to the CSFPA Membership Chairperson.

## SUSPENSION OF CHAPTER

Subordinate chapters will be dropped from the CSFPA and lose all nonprofit status and liability insurance eligibility if they fail to furnish the required membership and financial information.

Reinstatement fee is \$25.00.

## ASSOCIATE MEMBERSHIP

Associate membership fee is \$25.00/person.