



# Affiliate Good Standing 2016

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“Good Standing” criteria assists in strengthening the credibility of the National Network and supporting the KAB mission to end littering; improve recycling and waste reduction; and beautify communities. To maintain certification affiliates must meet the required criteria annually. The reporting year runs July 1 – June 30.

Affiliates who complete the requirements on or before **August 15, 2016** will receive the President’s Circle Recognition Award. President’s Circle is the highest honor given to Affiliates who meet or exceed all the requirements of Good Standing by August 15<sup>th</sup>. President’s Circle Awardees will receive a certificate for their achievement and will be honored at the annual Keep America Beautiful National Conference. Awardees will also receive a special President’s Circle icon for their website to display their status.

All affiliates who do not meet the requirements by August 15, 2016 must complete the requirements on or before **October 1, 2016** to be considered in Good Standing with Keep America Beautiful and eligible for grants.

## Good Standing Criteria:

1. Has an active Board of Directors/Committee/Commission/Advisory Council:
  - Community-based with public, private and civic representatives
  - Meets regularly
  - Ensures the relevance of the affiliate’s mission
  - Determines programs and activities that follow the mission
  - Secures adequate resources to fulfill the mission
  - Provides legal and ethical integrity and accountability and assesses Board performance
  - Supports an executive director
  - Enhances affiliate’s public image
2. Has an active leader which can be an Executive Director, Coordinator, President, Manager, or Volunteer Leader.
3. Leader attends 6 hours of training annually. Credit can be earned at:
  - KAB’s National Conference
  - KAB Webinars (approx. 1-2 offered a month)
  - KAB State Affiliate Conference/Meetings, if applicable

- Conference/seminar/webinar offered by another organization related to KAB mission, Focus Areas or organizational management.

4. Submits reports on time:

- **Semi-Annual Report:** surveys affiliates related to board, staff, budget, and affiliate needs. For 2016, the Semi-Annual report is waived and only the Affiliate Profile (which includes some questions previously on Semi-Annual Report) is required.
- **Annual Report due August 15:** gathers statistical information about affiliate programs/projects including numbers of volunteers, cleanups, education workshops, etc. The report is considered complete when the following forms are submitted:
  - **Community Appearance Index:** Includes the Litter Index and Optional Indices on illegal signs, outdoor storage, graffiti and junked/abandoned vehicles. Completion of a Litter Index annually is required for Good Standing and should be conducted at approximately the same time each year.
  - **Cost/Benefit Analysis:** An annual measurement tool that compares the dollar value associated with volunteer hours, cash contributions, in-kind donations, non-governmental and foundation grants to any dollars received from a government source. A webinar on the topic is available in the KAB Forums file cabinet. Wrap-Up reports for GAC and ARD also include Cost-Benefit measurements.

5. Pay an Annual Affiliate Fee by August 15. Invoices are issued annually in February and based on affiliate community population:

<u>Population</u>	<u>Fee</u>
0 – 7,500	\$ 50
7,501 - 15,000	\$ 100
15,001 - 30,000	\$ 150
30,001 - 50,000	\$ 200
50,001 - 75,000	\$ 250
75,001 - 150,000	\$ 300
150,001 - 500,000	\$ 350
500,000 - 1 million	\$ 400
Over 1 million	\$ 500

6. Complete a minimum of one education initiative/program/activity in each Focus Area and report through Cost-Benefit Section of Annual Report.

KAB Focus Areas:

- End Littering
- Improve recycling and waste reduction
- Beautify communities