



NATIONAL  
FFA ORGANIZATION

# Affiliation Membership Description, Philosophy, Benefits, Policy and Procedures

For assistance or questions on membership issues, contact the National FFA Organization membership team, 317-802-6060 or [membership@ffa.org](mailto:membership@ffa.org).

For questions or clarifications regarding operation procedure and National FFA policy, contact Lee Anne Shiller at [lshiller@ffa.org](mailto:lshiller@ffa.org) or 317-802-4227.

## **AFFILIATION MEMBERSHIP DESCRIPTION AND PHILOSOPHY**

### WHAT IS PROGRAM AFFILIATION

Program affiliation allows students who are enrolled in a secondary agricultural education program (grades 7-12, as defined by the National FFA Constitution) or graduates who have met the local, state and national requirements to be eligible for the benefits and opportunities of FFA as a part of the total program delivery. This plan also focuses on the development of essential employability, participative and attitude development skills as called for in the U.S. Department of Labor's Secretary's Commission on Achieving Necessary Skills (SCANS) Report. Under program affiliation, all students are FFA members. All students in the local agricultural education program are enrolled using a scaled affiliation fee.

### Philosophy of Program Affiliation

- 1) Involvement in FFA is an integral part of an agricultural education program serving 7th - 12th grade members and therefore should not be optional.
- 2) Participating in FFA activities helps students develop additional employability skills that cannot be duplicated at the classroom level.
- 3) Students understand the role and importance of professional associations in America's workforce.
- 4) Students receiving education through a complete agricultural education program will not only enjoy a well- rounded educational experience that leads to higher career satisfaction rates but will also experience significantly decreased drop-out rates and overall higher grade point averages.
- 5) Students engaged in a complete school-based agricultural education program will experience a well- rounded education that leads to increased academic performance, lower dropout rates and career success.
- 6) Twenty-first-century skill development through FFA is not only for a select few but should be offered to every student in every class, every day.

## WHAT ARE THE BENEFITS OF PROGRAM AFFILIATION?

Click [here](#) to access Frequently Asked Questions on program affiliation:

- 1) Eliminate dues collection. One fee covers all students in the agricultural education program. Please note that the affiliation fee is designed to eliminate all individual dues at the local, state and national levels. As a part of this program, local, state or national dues may not be collected.
  - a) Other fees may be collected by the school under curriculum or activity fees in accordance with local or state policy.
  - b) Local school administration may elect to include affiliation fee as part of annual operational budget, paying affiliation fees like they do other participation based fees, i.e., Interscholastic Athletic Association fees.
  - c) Local FFA Alumni or booster clubs can pay affiliation fees on behalf of the chapter.
  - d) Local Alumni or chapter advisor can secure local sponsors to cover affiliation fees.
  - e) Local chapter can incorporate affiliation fee into annual budget and fund raising schedule.
- 2) Save time. Saves time in persuading students to join, collecting of individual dues, writing receipts and handling money from members. This is a waste of many hours of valuable class time that could be spent working to engage students.
- 3) FFA is integral. Repositions FFA as an integral part of agricultural education in the classroom and helps remove the "club" connotation. Every student is a member, providing the teacher the option to engage all students in the school based agricultural education, 3 component model.
- 4) No money changes hands. Eliminates handling money several times by teachers, students and everyone involved in the process.
- 5) Easy to budget. Allows the ability to budget the affiliation fee in advance for local programs and states.
- 6) Missing students. If a teacher, state staff or national staff member discovers that a student has accidentally been left off a roster, that student can be added at any time without having to pay additional fees, as long as adding that student does not push the total membership number to the next scale of fee structure. This is beneficial to students applying for scholarships, awards and the American FFA Degree.
- 7) Meets national standards. Automatically makes the program exemplary in Standard 3: Leadership Development, Quality Indicator #1 of the National Quality Program Standards (NQPS) for Agricultural Education approved by the National Council of Agricultural Education. For a copy of NQPS [click here](#).
- 8) Potential State-Specific Benefits:
  - a) Ability to collect fees sooner due to earlier billing process.
  - b) More accurate accounting of all students enrolled in agricultural education at local and state levels.
  - c) Provides access to FFA activities, awards and programming to all enrolled agricultural education students regardless of socioeconomic situations.
  - d) Increased membership numbers resulting in the following:
    - i) Increased potential with sponsors as we serve more students.
    - ii) Increased numbers of students who are available to participate in FFA activities, awards and recognition programs.

- 9) Benefits – 100 Percent Affiliated State Association:
- a) Waiver of penalty fees for programs with missing membership verifications (American FFA Degree, CDE, etc.).
  - b) Waive the CDE/agriculture certification fee.
  - c) Waive the band/chorus/talent certification fee.
  - d) Special promotional e-newsletter emailed to highlight benefits and promising practices to affiliate programs.
  - e) Special pricing on FFA merchandise as identified by the FFA Merchandise Team annually.
  - f) A discount on total Washington Leadership Conference Registration costs.
    - i) Discount will only apply to member registrations.
    - ii) Registrations must be submitted through the online registration system by state leadership and invoiced to the state association.
    - iii) To qualify for discounts; state associations must be in good standing with no outstanding invoices at the time registration is submitted.
    - iv) Discount percentages will be determined annually by FFA program staff.
    - v) The discount does not apply to WLC bus groups, advisor, guest or room only registrations.
  - g) A discount on total registration cost for National FFA Convention & Expo registrations completed by and invoiced directly to the state association. To earn discounts, state associations must be in good standing with no outstanding invoices at the time registration is submitted. Discount percentages will be determined annually by FFA program staff.
- 10) Benefits – Affiliated Chapters:
- a) Waiver of penalty fees for programs with missing membership verifications (American FFA Degree, CDE, etc.).
  - b) Waive the CDE/agriculture certification fee.
  - c) Waive the band/chorus/talent certification fee.
  - d) Special promotional e-newsletter emailed to highlight benefits and promising practices to affiliate programs.
  - e) Special pricing on FFA merchandise as identified by the FFA Merchandise Team annually.
  - f) A discount on total Washington Leadership Conference registration costs.
    - i) Discount will only apply to member registrations submitted by local chapter advisor.
    - ii) Registrations must be submitted through the online registration system by a local advisor and invoiced to the chapter account.
    - iii) To qualify for discounts; chapter must be in good standing with no outstanding invoices at the time registration is submitted.
    - iv) Discount percentages will be determined annually by FFA program staff.
    - v) The discount does not apply to WLC bus groups, advisor, guest or room only registrations.
  - g) A discount on total registration cost for National FFA Convention & Expo registrations completed by and invoiced directly to the affiliated chapter. To earn discounts, the chapter must be in good standing with no outstanding invoices at the time registration is submitted. Discount percentages will be determined annually by FFA program staff.

## FFA PROGRAM AFFILIATION FEE OPERATING POLICIES AND PROCEDURES

1) Annually by August 31<sup>st</sup>, states must select one of three fees/dues options for the following membership year. The options are, 100 percent state affiliation paying affiliation fees, 100 percent traditional dues paying, or a combination of both. If a state is 100% affiliated, the state can choose to either charge their own affiliation fees, or charge no fees to chapters. If a state offers chapters the choice to be either an affiliated chapter or a traditional dues paying chapter, the state will need to determine if it will charge affiliation fees for an affiliated chapter and dues for a traditional dues paying chapter or charge no fees or dues.

The program is a fees/fees program, or a dues/dues program. Meaning, if you are an affiliated state, then those chapters that are affiliated pay fees and if the state also charges a fee it is an affiliation fee and a fee schedule needs to be completed. If it charges dues per member, then the dues per member schedule needs to be completed. The affiliation fee schedule and the dues per member schedule need to be completed on the state profile in the "Association Program Data" section on the "Dues/Fees" tab. (see example below)

- State does not allow chapter affiliation (if checked only show "Membership Dues Schedule")

**Membership Dues**

**Effective Membership Year**

2016-2017 ▼

**Allow Multi Year Membership**

Yes ▼

**National Membership Dues**

Membership Type	Amount
One Year	\$7.00
Three Year	\$20.50
Four Year	\$27.50

**State Membership Dues**

Membership Type	Amount
One Year	\$ 5.00
Three Year	\$ 0.00
Four Year	\$ 0.00

- State is 100% affiliated (if checked show "National Affiliation Fees Schedule")
  - State does not charge chapters a fee or will invoice chapters separately (show only "National Affiliation Fees Schedule", there is no "State Affiliation Fee Schedule")
  - Use national ranges to build state affiliation fees schedule (duplicate "National Fees Schedule" in "State Fees Schedule")
  - Use custom ranges to build affiliation fees schedule (insert option to build custom table)
    - Use the last tier of the table as the maximum amount charged
    - calculate fee based on national calculation (show example)
- State allows chapters to be either an affiliated chapter or a traditional dues/member chapter (if checked show both the "Membership Dues Schedule" and the "National Affiliation Fees Schedule")
  - State does not charge chapters a fee or will invoice chapters separately (show only "National Affiliation Fees Schedule", there is no State Affiliation Fee Schedule)
  - Use national ranges to build state affiliation fee schedule (duplicate "National Fees Schedule" in "State Fees Schedule")
  - Use custom ranges to build affiliation fee schedule (insert option to build custom table)
    - Use the last tier of the table as the maximum amount charged or calculate fee based on national calculation (show example)

Affiliation Fee Schedule

Effective Membership Year

2016-2017

National Affiliation Fee Schedule

Minimum Quantity	Maximum Quantity	Fee Amount
1	25	\$150.00
26	35	\$210.00
36	50	\$285.00
51	75	\$405.00
76	100	\$540.00
101	125	\$675.00
126	150	\$805.00
151	175	\$935.00
176	200	\$1,065.00
201	225	\$1,200.00
226	250	\$1,325.00
251	275	\$1,450.00
276	300	\$1,575.00
301	325	\$1,700.00
326	350	\$1,830.00
351	375	\$1,950.00
376	400	\$2,080.00
401	425	\$2,200.00
426	450	\$2,330.00
451	475	\$2,450.00
476	500	\$2,580.00
501	525	\$2,710.00
526	550	\$2,830.00
551	575	\$2,960.00
576	600	\$3,090.00
601	625	\$3,210.00
626	650	\$3,340.00
651	675	\$3,480.00
676	700	\$3,590.00
701	725	\$3,720.00
726	750	\$3,840.00
751	775	\$3,960.00
776	800	\$4,090.00
801	825	\$4,210.00
826	850	\$4,330.00
851	875	\$4,450.00
876	900	\$4,580.00
901	925	\$4,700.00
926	950	\$4,820.00
951	975	\$4,940.00
976	1000	\$5,050.00

State Affiliation Fee Schedule

Minimum Quantity	Maximum Quantity	Fee Amount
1	25	\$ 188.00
26	35	\$ 263.00
36	50	\$ 375.00
51	75	\$ 563.00
76	100	\$ 750.00
101	125	\$ 938.00
126	150	\$ 1125.00
151	175	\$ 1313.00
176	200	\$ 1500.00
201	225	\$ 1688.00
226	250	\$ 1875.00
251	275	\$ 2063.00
276	300	\$ 2250.00
301	325	\$ 2438.00
326	350	\$ 2625.00
351	375	\$ 2813.00
376	400	\$ 3000.00
401	33168	\$ 3000.00

Add

Update

Cancel

2) No dues should be collected from individual students in programs participating in the affiliation fee program. Alternative funding sources must be used to pay the affiliation fee so all agricultural education students have opportunities in FFA as a part of the school based agricultural education model. See the [Frequently Asked Questions document](#).

3) States must approve all chapter requests to be affiliated by November 15 annually. This is to ensure correct invoicing is completed and resolve other possible issues. No changes can be made after the November 15 deadline.

4) Program affiliation fees are for the prior membership year. If prior to invoicing, you have added members to the prior year's membership roster those members will be included in the total for that year. Membership for the prior year is calculated on the day invoicing occurs. If at any time you need to see the membership number go to the "Association Student/Member Data" section of your state profile. Displayed on this screen is the membership number as of the prior evening's national invoicing. The same information is available to chapters on their profile.

Affiliation fees are based on the agricultural education enrollment of the local school where the local FFA chapter is established.

Affiliated chapters will submit roster(s) with required information. This information will be gathered in accordance with current state FFA membership processes.

The affiliation roster will include all national and state required data. National required data includes the unduplicated legal name of the student, mailing address, grade, graduation year and graduation month for seniors, and states may require gender, ethnicity, race and/or email, of the following:

- a) All secondary school students (grades 7-12 as defined by the National FFA Constitution) enrolled in all agricultural education classes offered by the school and/or other eligible students for active FFA membership. See National Constitution Article V, Section B to determine other eligible students.
- b) All graduated students wishing to continue active FFA membership according to chapter, state and national membership policies.
- c) All students enrolled in an agricultural education exploratory class (less than nine weeks), who have met local, state and national membership requirements. Please refer to state and national membership policies.
  - i) Excluded exploratory agricultural education students are not to be entered into the FFA roster system or given an FFA invite code to establish a profile until such time as they meet local, state and national membership requirements.
  - ii) Excluded exploratory agricultural education students will not have access to My FFA.

5) Determination of the affiliation program fee for states with less than 100 percent affiliated chapters:

For the first year, the program affiliation fee paid by the chapter is determined by the total agricultural education enrollment on April 1 of the membership year, and invoicing for the first year will be completed by April 15. Agricultural education enrollment to determine affiliation fees paid by the chapter are determined by listing the following students in the FFA roster system:

- a) All secondary school students (grades 7-12 as defined by National FFA Constitution) enrolled in all agricultural education classes offered by the school and/or other eligible students for active FFA membership. See the National FFA Constitution, Article V, Section B to determine other eligible students.
- b) All graduated students wishing to continue active FFA membership according to chapter, state and national membership policies.

- c) All students enrolled in an agricultural education exploratory class (less than nine weeks), who have met local, state and national membership requirements. Please refer to state and national member's policies.
    - i) Excluded exploratory agricultural education students are not to be entered into the FFA roster system or given an FFA invite code to establish a profile until such time as they meet local, state and national membership requirements.
    - ii) Excluded exploratory agricultural education students will not have access to My FFA.
  - d) Example:
    - 1. April 1 total agricultural education enrollment from roster(s) received equals 100; invoice will be created and determined by April 15.
    - 2. Additional 10 members received between April 2 and August 30.
    - 3. Invoice for following year will be based on 110 student members.
  - e) Continuing participation: Subsequent year's program affiliation fee pricing will be based on the prior membership year. Refer to (4) above for how the membership number is determined.
  - f) States must submit list of chapters participating by November 15 annually. Membership staff will verify affiliation status and process invoice for affiliation fee payment on or before December 15 annually.
- 6) Determination of affiliation program fee for states with 100 percent affiliated chapters:
- a) State affiliation fee is based on total state agricultural education enrollment. Total agricultural education enrollment is determined by listing the following students in the FFA roster system:
    - i) All secondary school students (grades 7-12 as defined by National FFA Constitution) enrolled in all agricultural education classes and/or eligible for active FFA membership.
    - ii) All graduated students wishing to continue active FFA membership according to chapter, state and national policies.
    - iii) All students enrolled in an agricultural education exploratory class (less than nine weeks), who have met local, state and national membership requirements. Please refer to state and national membership policies.
      - (1) Excluded exploratory agricultural education students are not to be entered into the FFA roster system or given an FFA invite code to establish a profile until such time as they meet local, state and national membership requirements.
      - (2) Excluded exploratory agricultural education students will not have access to My FFA.
  - b) Continuing participation: Subsequent year's program affiliation fee pricing will be based on the prior membership year. Refer to (4) above for how the membership number is determined.
- 7) The state FFA association and the National FFA Organization will not request payment of membership dues from any student who moves from an affiliated program to a non-affiliated chapter. Once a roster is received and membership is established, a student will remain a member for the entire membership year.
- 8) Participation in the affiliation fee program is designed to be ongoing.
- a) States that sign up for the affiliation program must remain as an affiliated state association unless they receive dispensation from the National FFA Organization. All FFA chapters in a 100 percent membership state are considered 100 percent affiliated chapters and are not allowed to individually opt-out of affiliation.
  - b) Chapters in a state that is not 100 percent affiliated and that sign up for affiliation must remain affiliated chapters unless they receive approval from the state association to revert to a non-affiliated chapter dues process. If an affiliated chapter chooses to leave the program, that chapter can no longer participate in the affiliation program until one of the following occurs:
    - i) The chapter advisor(s) submit a request for waiver of rules to their state leadership by August 15 or by state approved deadline.
      - 1) If the request for waiver of rules is approved by state leadership:
        - (a) State leadership must forward the waiver or rules with a letter of support and approval to National FFA on or before August 31.

- (b) National FFA will review and rule on the request for waiver of rules within 15 business days of receiving the request. National FFA staff will inform state leadership of the decision to approve or deny the request for waiver of the rules by October 1.
- ii) A chapter will return to affiliated status at such time the state adopts 100 percent affiliation membership.