# DNA Organizational Affiliate Program

Welcome to the DNA Organizational Affiliate program! The Delaware Nurses Association (DNA) is the only professional nursing organization in the state of Delaware representing all nurses, including LPNs, regardless of practice setting. Our mission is to improve healthcare in Delaware through the advancement of nursing. The ability of DNA to meet that mission is significantly strengthened by the knowledge and expertise of our organization affiliates. By working together, we can collaborate to find solutions to nursing issues and healthcare challenges in our state and bring forward a stronger nursing voice to the Delaware General Assembly.

## What are the benefits of affiliation?

* Collaboration in DNA advocacy work
* Link to your website from our website
* Meeting and event posting on our website
* Acknowledgement of affiliation in each edition of our publication, the *DNA Reporter*, along
with your organization’s web address

## What are the criteria to becoming an organizational affiliate?

To affiliate with DNA, your organization must meet the following:

* be a nursing or health-related organization
* contribute to the development and advancement of nursing and healthcare
* formal governance by an elected Board of Directors with nursing representation
* bylaws that do not conflict with those of DNA
* not be a registered labor organization
* recognized as a legitimate and autonomous business entity
* ability to undertake collaborative activities

## What is the fee for my organization to become an organizational affiliate?

We have made our yearly fee affordable at a flat rate of $100. Our goal is to provide the opportunity for every Delaware specialty nurse or health-related organization to join us as an organizational affiliate regardless of membership size or income level.

## Yes! My organization meets the criteria to affiliate.

To move forward with affiliating with DNA submit the following:

1. completed DNA Organizational Affiliate application
2. your organization’s bylaws
3. current copy of IRS Form 990 or W-9
4. payment for first year’s affiliation fee

Our preferred method for receiving your complete packet is via email. Email your application packet to Sarah Carmody, DNA Executive Director, at sarah@denurses.org.

You may also mail your complete organizational affiliate packet to:
Delaware Nurses Association, 4765 Ogletown-Stanton Road, Suite L10, Newark, Delaware 19713

## Next Steps

Once your information is received, the Executive Director will review your application packet to confirm your organization meets the qualifications and for completeness. It will then be forwarded to the DNA Board of Directors for their review and approval. The Board meets at least every other month, so the review process should not take long. After the Board has rendered its decision, the DNA Executive Director will notify the organization’s identified contact person.

# From the 2018 DNA Bylaws

Article 4. Organizational Affiliate

§1. Eligibility

The Board may approve affiliation with entities:

(1) whose governing body and/or membership consists of a significant number of nurses;

(2) whose mission and purpose are compatible with DNA’s mission, vision, and purposes;

(3) who meet additional qualifications set by the Board; and

(4) who agree to pay an affiliation fee set by the Board.

§2. Rights & Responsibilities

(a) Except as otherwise noted herein or established by the Board, representatives of affiliate organizations may:

(1) attend DNA membership meetings and address the membership;

(2) hold a DNA appointed position; and

(3) attend Board meetings and address the Board.

(b) Continued affiliation is contingent upon agreement that the affiliate organization and its membership shall:

(1) uphold these Bylaws and the ANA Bylaws;

(2) abide by the ANA Code of Ethics for Nurses;

(3) maintain confidences associated with DNA affiliation;

(4) make no unauthorized representations on behalf of DNA and/or ANA;

(5) take no position publicly that is critical of the DNA and/or ANA;

(6) keep its affiliation fees current; and

(7) maintain all other affiliation requirements set forth herein or established by the Board.

(c) (1) The Board may terminate affiliation for cause. Refund of the affiliation fee shall be at the discretion of the Board.

(2) The Board shall summarily terminate affiliation for non-payment of fees.

# DNA Organizational Affiliate Application

Please complete the following application form. Submit the application and the required information along with payment to the Delaware Nurses Association.

## About Your Organization

|  |  |
| --- | --- |
| Name of National Organization: |  |
| Name of State Organization: |  |
| Website Address: |  |
| Mailing Address: |  |
| Name of Contact Person: |  |
| Phone Number: |  |
| Email Address: |  |

## About Your Leadership

|  |  |  |  |
| --- | --- | --- | --- |
| Position | Name | Email | Term of Office |
| President |  |  |  |
| Vice President |  |  |  |
| Treasurer |  |  |  |
| Secretary |  |  |  |
| President Elect |  |  |  |
| DNA must be notified when officers change. |

## Acknowledgement

By submitting your

* completed DNA Organizational Affiliate application,
* your organization’s bylaws,
* a current copy of IRS Form 990 or W-9, and
* payment for first year’s affiliation fee,

you acknowledge that it is the responsibility of your organization to notify DNA of any significant changes to your organization and when officers terms expire. Your organization’s affiliation will automatically be renewed unless DNA is notified prior to expiration.

Thank you! DNA looks forward to collaborating with your organization to move nursing forward.