



Welcome Yellow Ribbon Members!

Dear YR Chapters, Program Sites & Trainers,

Thank you for your membership and support of the Yellow Ribbon Suicide Prevention Program!

We are writing to give everyone a chance to bring your Membership current and to be in compliance. While many have renewed, we realize that not everyone has gotten - or responded to - their renewal letters. We need records to be updated as we want those in the field to be better resourced, supported and to help you grow your outreach.

As a reminder, all Operational Members (Chapters, Program Sites, Clubs and Certified Trainers*) are required to renew annually (form attached), sign new use agreement, pay appropriate fees, submit required reports to use the program and have access to the copyrighted YR materials. Program materials** are available in the *Members' Portal* (yellowribbon.org) or by mail/email. Training materials and forms are available in the *Trainers' Portal* (yellowribbon.org) or by mail/email. *Certified Trainers must re-certify every two years.

Upon YRI receiving your renewal paperwork and payment, you will receive your username, password and link to the appropriate Portal(s). The portals will have the most current materials.

Additionally, if you have any updates or reports, please send those with your renewal or as soon as possible. Your information, reports, etc., can be significant in the YR evidenced-based growth.

If you are no longer doing YR, or doing YR in a Chapter/Program Site, or wish not to renew, please let us know, so we can update our records.

Any questions - 303-429-3530, Karen: ask4help@yellowribbon.org, Becca: becca@yellowribbon.org

We are looking forward to continue working together with you!

** Portal files examples: Brochures, posters, cards, Quarterly/Annual Reports/Renewals, Training Calendar, FAQ sheets, Training Fee(s), FAQs, Artwork, Training materials, PowerPoints, and handouts.



Operational Membership APPLICATION/RENEW FORM

Name: _____ Title: _____

Organization/School: _____

Address: _____

City: _____ ST/Zip: _____

Phone: _____ Email: _____

Website: _____

Optional: Are you a suicide survivor: [] Y [] N, Their relationship to you: _____

Their Name: _____ DOB: _____ Anniversary: _____

Tell us your plan Use back of/extra sheet. The more we know about your plans, the better we may assist you.

(example: area are you hoping to serve, how do you anticipate getting started, who is on your team, etc.)

Geographic area that you are requesting to represent: (i.e. Community, School/Church, etc.) (You can attach a map)

Published name for each listing will be: Yellow Ribbon of <school name> <district name> <state> <etc.>

Annual Fee Structure Apply /renew online at yellowribbon.org/membership or print form, complete-send with fee

Table with 2 columns: Fee Category and Amount. Rows include Youth Chapter/ Club (\$50), Trainer (\$100), Program Site (Single) (\$150), Program Site (Multiple) (\$300), Chapter Application (\$150), Chapter Renewal* (\$), and 501 (c) (3) Chapter Application/Renewal Ask YRI 303-429-3530.

Payment information fields: I am joining/renewing \$, I am including a donation \$, Total enclosed \$, Purchase Order**, Check/Visa/MC, Card #, Exp., CVV.

* See page 2 for further details

**Please email/mail your actual purchase order

Operational Membership/ Use Agreement (Please carefully review and make sure you understand each point of this agreement between you (Member) and Light For Life Foundation/Yellow Ribbon Suicide Prevention Program (LFL/YRI).

I Agree: Please Initial

- To abide by the Mission and Policies of LFL/YRI.
To NOT create, produce, reproduce, alter, or sell/resell the YR Card, any Program Materials, PPTs Merchandise, Trademarks or other intellectual property of LFL/YRI without the written permission of LFL/YRI.
To use the Program, Program Trainings/Materials, artwork and trademarks/logos in their intended manner.
To file quarterly & annual reports. Including # of cards printed (if I have received approval) and distributed.
To re-certify my training certificate (if a Trainer) at minimum every 24 months.
To remain a member in good standing/to renew Annually (to continue to operate)

I understand and agree to the above terms of use and by signing I agree to uphold these terms as I operate as a Yellow Ribbon Chapter &/or Certified Trainer. In the event I do not renew as a Chapter, any YR materials will be returned to LFL/YRI. I will cease to use YR Trainings. I will encourage another in our community to attend Training to carry on the Chapter in our community. I understand my Membership &/or Training Certification can be revoked in the event of a breach in this contract or at the discretion of the LFL/YRI Board of Directors/Executive Director.

Applicant Signature: _____ Date: _____



OPERATIONAL MEMBERSHIP LEVELS/DEFINITIONS

CHAPTERS:

Chapters are an approved 'extension' of Yellow Ribbon in a specified community/area/location. Chapters can do fundraising and accept donations; however, unless they hold a tax exempt status, donations are not recognized for tax deduction benefits.

501 (c) 3 Chapter \$750. Chapters that surpass \$25,000 a year are encouraged to become a 501 (c) 3 chapter. YRI is an IRS recognized Coordinating 501c3 and can assist chapters obtaining tax-exempt status through the YR group #.

Chapter-\$150. Community-based without tax exempt status. Works with resources in the entire community.

Program Site/Single-\$150. Site-based unit. i.e. a school, a church, a service club, etc.

Program Site/Multiple-\$300 Multiple site-based unit. i.e. multiple schools in a District, Regional Hospitals, etc.

Youth Chapter/Club-\$50. Typically a school or youth group; church, scouts, etc. These chapter/clubs are required to have 1 primary adult advisor (preferably a YR Certified Trainer).

BENEFITS / REQUIREMENTS:

<p>Benefits -</p> <ul style="list-style-type: none"> • 20% discount on YR Store Merchandise • Tech support from YRI (or Master Chapter) • Seat on International Chapter Council • Membership Portal on YRI Web - provides access to training materials & updates. 	<p>Requirements -</p> <ul style="list-style-type: none"> • Submit Quarterly Reports through YR Web. • Renew Membership Annually with Annual Report (including budget report). • Abide by the Operational Use Agreement. • Have at least 1 Youth on Chapter Board.
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FEE STRUCTURE:

<p>Initial Membership Fee</p> <ul style="list-style-type: none"> ◆ 501(c)3 Chapter - \$750 ◆ Chapter - \$150 ◆ Program Site/Single - \$150 ◆ Program Site/Multiple - \$300 ◆ Youth Chapter/Club - \$50 	<p>Renewal Dues</p> <ul style="list-style-type: none"> ◆ Budget \$0-\$49,999 - \$150 Renewal* ◆ Budget \$50,000-\$99,000 \$250 Renewal* ◆ Budget \$100,000-\$199,000 \$500 Renewal* ◆ Budget \$200,000-\$499,000 \$750 Renewal* ◆ Youth Chapter/Club \$50 renewal. <p>* Renewal + \$10%_of funds received previous year</p>
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CERTIFIED YR TRAINER:

Youth and Adults are able to & encouraged to become a Certified YR Trainer. Trainers have participated in the YR Train the trainers (TTT) training. Trainers are required to renew & re-certify *every 2-years*. A Trainer is Certified to use the YR *Ask-4-Help!*® & *Be-A-Link!*® trainings within their community, they are not certified to train other trainers. The Fee for Trainers/Re-certification is the Training Audit Fee. Certified Trainers will be listed on the YRI Website.

** All Chapters / Trainers must be approved by LFL/YRI. yellowribbon.org

EMAIL ADDRESS: Adding a @yellowribbon.org email is optional (and required for some Chapters, depending on their structure and level of involvement). This is an additional fee of \$120 year. Can be paid with \$12 monthly automatic payments or \$120 annual payment)