



Community Shares Application Process for 2010 Membership

Potential Member Information Session

- Date: Thursday, September 10, 2009 at Rookwood Tower Conference Center.
- An opportunity to learn about Community Shares, membership, and the application process.
- Open to Organizations' staff and board members.

(Your) Board Review/Decision

- Deadline: Before Wednesday, November 4, 2009.
- A Community Shares representative will be happy to meet with your board to discuss membership and the application process.
- If your board meets later than November 4, 2009, please contact Garron Segal, Community Shares Operations Director, to discuss the possibility of an extension to this deadline.

Intent to Apply Form Due

- Deadline: Wednesday, November 4, 2009.
- If you intend to apply, you must notify the Community Shares office by submitting the "Intent to Apply" form in your packet no later than Wednesday, November 4, 2009. For an electronic version of this form please email Community Shares, info@cintishares.org.

Membership Application Available

- The application will be given to an organization once it submits the "Intent to Apply" form.
- Applications will be available after Tuesday, October 20, 2009.

Application Workshop

- Date: Thursday, November 12, 2009, 2:00 – 3:30 p.m. at the Community Shares office. (RSVP by Monday, November 9, 2009.)
- Designed for the person(s) responsible for completing the application. The workshop is a chance to meet with Community Shares staff in person to ask questions about the application and required attachments. Attendance is highly recommended.

Application Deadline

- Community Shares must receive application by Tuesday, December 8, 2009, 4:30 p.m.

Site Visit

- Representatives from Community Shares' Membership Committee will visit your organization. Visits generally include a tour and a conversation with your executive director, a governing board leader, and the person who will serve as your organization's primary contact with Community Shares should it become a member organization.
- Meetings will be scheduled for December 2009-early January 2010. The visit usually lasts one to two hours.

Decision by Community Shares:

- You will be notified as to whether your application is approved by Friday, January 29, 2010.

Questions? Concerns? Need additional information? Please contact us!