



April 29, 2014

Dear Chapter and Affiliate Leader:

On behalf of the American Organization of Nurse Executives and American Hospital Association I am pleased to share several resources to help you develop or enhance your affiliate activities. The AONE Affiliation Tool Kit (v. April 2014) contains instructions for establishing your affiliate as a non-profit entity as well as other forms to help you comply with the terms of the AONE/AHA Affiliation Agreement.

Our primary goal in changing the Affiliation Agreements with our chapters is to minimize the risk of the AONE-chapter relationship while fostering a relationship of collaboration on behalf of the profession each entity serves. The revised Affiliation Agreement was developed by staff with AHA Legal and outside legal counsel with expertise in non-profit organizations. The Agreement represents a commitment to the valuable role of chapters and the necessity of defining their relationship to the AONE/AHA. The agreement provides four options. They are:

1. The current state chapter meets all of the requirements through their relationship with the State Hospital Association. In this case, the Affiliation agreement is signed by the State Hospital Association and each agreement will be reviewed individually.
2. The State Chapter on its own meets all of the requirements outlined in the new Affiliate Agreement. If already a 501c3/6, the terms are complete. If not the Affiliate has until 2016 to meet all the terms of the Agreement.
3. The States can form Affiliated Alliances across state lines like those established with NWOONE (Nevada and Washington State) and the Mass/RI Massachusetts and Rhode Island.
4. The State may choose an Independent Option where the state is no longer affiliated with AONE and state chapter could choose to participate in AONE through a menu of defined options; however, an independent chapter cannot use AONE in its name.

Although AONE is open to innovative ways to configure its affiliates, AONE will only recognize one affiliate entity per state.

Benefits of Affiliation with AONE include:

- Attendance at AONE Affiliate meetings at the Annual Meeting and at the December Board Meeting and periodic Executive Director/CEO meetings and calls.
- Quarterly calls with the AONE Leadership.
- Affiliate leadership orientation at the annual meeting.
- Webinars on how to manage an association.
- Benefits for purchase as outlined in the affiliation agreement.
- Requested use of the tag line "An affiliate of AONE."
- Access to the AONE Affiliate list serve.

Benefits of the Independent State Association Model include:

- Attendance at the AONE Annual Meeting Affiliates Meeting.
- Leadership orientation at the Annual Meeting for a fee.
- Access to webinars and benefits outlined for a fee.

The new Agreement includes criteria that must be maintained by the chapters. Any Affiliate wishing to be part of this new structure must sign the agreement. Once approved, the Affiliate will be required to share specific documentation with AONE on an annual basis. The agreement does not need to be signed annually.

The following pages include a number of documents, samples, and instructions for complying with the new Affiliation Agreement. The tool kit and other resources will be available on the AONE website pages and will be updated regularly. If you have further questions about the Affiliation Agreement, please contact Jo Ann Webb at jwebb@aha.org.

Sincerely,

A handwritten signature in black ink that reads "Pamela A. Thompson". The signature is written in a cursive, flowing style.

Pamela A. Thompson, MS, RN, CENP, FAAN
Chief Executive Officer/Senior Vice President for Nursing, AHA