

*PANO is the statewide membership organization serving and advancing the charitable nonprofit sector through leadership, advocacy, education and services to improve the quality of life in Pennsylvania.*

**By joining PANO, your organization is part of a larger network of charities statewide and nationwide through our affiliation with the National Council of Nonprofit Associations.**



## **Pennsylvania Association of Nonprofit Organizations**

777 East Park Drive, Harrisburg, PA 17111  
717-236-8584 phone, 717-236-8767 fax

[www.pano.org](http://www.pano.org)

Email [jenn@pano.org](mailto:jenn@pano.org)

Jennifer Ross, Chief Information Officer

## **PANO membership benefits and services**

*See details on reverse side*

- ◆ Discounted rates on PANO educational seminars and conferences, Standards for Excellence certification, business insurance, cafeteria plans, payroll and tax services, conference calling, telephone consulting, telephone equipment, internet access, web hosting and design, publications, executive search services, background screening services, office supplies, merchant account services, Mission Research databases and more
- ◆ PANO retirement plans
- ◆ Nonprofit Health Alliance (Western Pennsylvania)
- ◆ PANO Unemployment Insurance Program
- ◆ Networking opportunities
- ◆ Free consultant referral service
- ◆ Quarterly newsletter and biweekly electronic newsletter
- ◆ Free job and event postings on PANO website

## **PANO offers training statewide to nonprofits**

Visit the PANO website at [www.pano.org](http://www.pano.org) for more details. Topics include:

- ◆ Grant Writing; Fundraising; Budgeting, Advocacy, Fraud Prevention and more
- ◆ Town Meetings-Let's Talk about the Nonprofit Sector
- ◆ Attend PASAE ([www.pasae.org](http://www.pasae.org)- association management) and PA Chamber of Commerce Executives ([www.pcce.org](http://www.pcce.org)) programs at their member rate

## **Standards for Excellence Program**

Discounted Clinic and Application Fees

- ◆ An ethics and accountability **CODE** that establishes specific benchmarks for ethical and accountable conduct in nonprofit leadership and management.
- ◆ An array of **Educational Resources** including information packets and training curricula designed to assist nonprofits in understanding and achieving the Standards.
- ◆ A **Voluntary Certification Program** for organizations that wish to demonstrate a formal commitment to the Standards.

## **PANO is your voice in the government's actions**

PANO offers effective advocacy by acting not only as the eyes and ears, but also as the voice for the entire charitable sector in Harrisburg and Washington D.C. Receive timely updates about issues that may impact your ability to achieve your mission. Visit our CapWiz legislative site at [www.pano.org/publicpolicy/publicpolicy.php](http://www.pano.org/publicpolicy/publicpolicy.php).

## Membership Rates 2007

501(c)(3), (4), and (6) organizations are invited to join us. Annual dues are based on your organization's budget size.

Your Budget	Rate
under \$50,000	\$58
between \$50,000 and 199,999	\$75
between \$200,000 and \$499,999	\$125
between \$500,000 and \$699,999	\$220
between \$700,000 and \$999,999	\$260
between 1,000,000 and 1,999,999	\$365
between 2,000,000 and \$4,999,999	\$445
between 5,000,000 and \$7,999,999	\$525
Over \$8,000,000	\$575

If you don't work for a nonprofit organization, there are other classes of membership available that offer many of the same privileges except voting rights at annual meetings and access to the insurances available strictly for nonprofits.

Class of Membership	Rate
<b>Student</b>	<b>\$25</b>
<b>Individual</b> board member, volunteer, general supporter of PANO- <u>No businesses/consultants</u>	<b>\$100</b>
<b>Corporate (Business Members)</b>	
1-2 staff	\$265
3-10 staff	\$450
11-100 staff	\$530
101+ staff	\$580

Memberships last for a twelve month period beginning the date the application is received.

## PANO Member Benefits

ADP 15% discount on most services

AFLAC Voluntary Supplemental Insurance: Disability, Dental, Cancer, Hospitalization, Life. Section 125 Cafeteria Plan Service.

### Business Insurance

- ◆ Directors and officers liability
- ◆ General, automobile, property and professional liability
- ◆ Volunteer and participant accident liability
- ◆ Workers' compensation
- ◆ Unemployment compensation or Fidelity bonding

First Data Member Pricing on Merchant Services

HR Screening Services Inc. Discounted background checks

Mission Research Discounted Fundraising and Volunteer Databases

[www.Nittanylink.com](http://www.Nittanylink.com)

PANO members get a 10% discount on Web Design and Development, Web Hosting, On Site Training, Internet Access, Graphic Design, Film & Video

### Penny-wise Office Products

ReadyTalk Telephone Conferencing 6 cents per minute; Web Conferencing 10 cents per minute

Retirement Plans PANO's preferred vendor is Mutual of America

### Rose Consulting

Initial audit and analysis conducted on a contingency basis (no upfront charge). Work typically results in significant reductions to client's operating budget and the initial results occur within 120 days

Tandy Morrison & LaTour Discounted Executive Search Services

### Worldwide Telecom

Special Pricing on a wide range of telephony services. One-stop-shopping for equipment, cabling, installation, training, support, services.

### Discounted Publications

*Pennsylvania Nonprofit Handbook, Fundraising Online, How to Manage an Effective Nonprofit Organization, PA Nonprofit Compensation Survey, Don Kramer's Nonprofit Issues, Pennsylvania Nonprofit Report, Nonprofit World Magazine, Delaware Valley Grantmakers' NEWS, all Fieldstone Alliance Publications and the Directory of Pennsylvania Foundations.*

For a membership application, please fax this form to PANO at 717-236-8767 or visit our website at [www.pano.org](http://www.pano.org).

Name \_\_\_\_\_

Organization \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_



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***777 East Park Drive, Harrisburg, PA 17111***

PANO is one call  
away from the  
information your  
nonprofit needs.

## MEMBER SPOTLIGHT: COMMUNITY ACCOUNTANTS

Community Accountants' (CA) mission is to provide pro bono accounting-related services through accountant volunteers to help nonprofit organizations become self-sufficient.

**CA's Direct Service** is a pro-bono accounting advisory service, excluding actual tax or audit work. CA and its professional accountant volunteers provide accounting services, with an application fee of only \$50 for 20 hours or six months of fiscal management consulting. CA volunteers teach fledging or struggling nonprofits how to surmount budget and payroll issues and teach staff how to develop or revise accounting systems. CA services enable these organizations to accurately account for their financial information so that they are able to provide reliable information to their Boards, to their funders, and to federal and state reporting agencies.

**CA's Ask an Accountant** is a free hotline for nonprofit organizations that need an accountant for quick answers to one or two specific accounting questions. They can call CA or fill out a form on CA's web site. CA will have an accountant answer the question within two days.

**CA's Referral Service** helps nonprofits find qualified professional accountants.

**CA Workshops** teach accounting and bookkeeping management to nonprofit organizations. A very successful workshop held July 14, 2005 with State Senator Shirley Kitchen, "The Basics For Building Nonprofit Organizations: Bookkeeping, Banking and Alternative Funding", was co-sponsored with Citizens Bank in Senator Kitchen's district. Senator Kitchen feels that organizations like CA help with the important work of educating community organizations about the fundamentals of operation.

**Community Accountants Board Placement**— Matches your organization with an accounting professional for your board, by listing your organization on CA's web site in "Boardroom News."

**CA Free Publications** — "Starting a Nonprofit Organization," "Financial Management of Nonprofit Organizations," "2006 Nonprofit Tax and Reporting Guide."

CA has a strong and effective presence in Greater Philadelphia and Southeastern Pennsylvania thanks to CA's funders, CA Advisory Board members, CA accountant volunteers and the resources of Resources for Human Development Inc. New Beginnings Nonprofit Incubator. Many small and emerging nonprofits receive strategically effective volunteer accountants from CA. Call CA for fiscal management assistance at 215-951-0330, x125. Visit [www.communityaccountants.com](http://www.communityaccountants.com).