



## **About HEFN Membership**

Updated November 2017

The Health and Environmental Funders Network (HEFN) offers membership to foundations, donors, advisers, and other philanthropic actors interested in grantmaking on health and the environment.

Through HEFN, members learn and consult to strengthen their grantmaking. They collaborate and lead to make greater collective impact and to advance environmental health and justice.

Being a HEFN member means being part of a welcoming, respectful, high-functioning community of grantmakers. HEFN's membership policies are designed to draw more insights and assets into environmental health and justice philanthropy, as well as to advance strategic discussions about members' environmental health and environmental justice work.

### **Membership Benefits**

- Get timely intelligence on field developments and information on upcoming events.
- Receive access to member-only resources like directories, survey analyses, and strategy documents.
- Communicate regularly with peers through email groups and member-only calls, sharing information and perspectives about grantmaking.
- Collaborate around topics of shared interest, advancing problem-solving to address environmental health and justice challenges and bringing strong solutions to scale.
- Consult with experienced staff about the funding landscape and about your environmental health and justice grantmaking interests.
- Highlight your grantmaking & perspectives with other funders, in meetings, calls, and on HEFN's blog.
- Participate in webinars, calls, and meetings, with discounts on registration fees.
- Advance your leadership, helping to shape HEFN's work and championing environmental health and justice in and beyond philanthropy.



## Membership Eligibility

HEFN welcomes applications from foundations and other giving entities (including private, corporate, community, and/or regranteeing institutions) that meet the following criteria for membership. HEFN members should annually review their fit with the membership criteria and contact a HEFN Director with questions about continued eligibility.

Institutional members must:

1. Be actively engaged in philanthropy, devoting at least:
  - a. 50% of total expenses to grants annually OR
  - b. 20% of total expenses AND at least \$100,000 to grants annually
  - c. on average over the last 3 years, not restricted to environmental health and justice related grants;
2. Be investing or considering investing in work related to health and the environment, environmental health, and/or environmental justice;
3. Show an interest in learning, connecting and/or collaborating with other funders through HEFN; and
4. Share a commitment to HEFN's mission and values.

Philanthropic advisers, consultants, and wealth managers:

- May be designated by a HEFN member to participate on the member's behalf.
- May apply for membership if:
  - They have one or more clients currently meeting the membership criteria for institutional members outlined above, or if
  - They have a demonstrated professional history or interest in environmental health and justice philanthropy.
- All advisers, consultants, and wealth managers participating in HEFN either for a client or through their own membership must refrain from using HEFN participation for client solicitation.

Other grantmaking entities currently not eligible for HEFN membership include:

- NGOs regranteeing to NGO partners as part of a joint workplan or campaign; and
- Funders representing a government agency or entity.

Individual donors are eligible to apply for HEFN membership if they:

1. Are actively engaged in philanthropy, devoting at least \$20,000 annually in grants to two or more organizations, not restricted to environmental health and justice related grants;
2. Are investing or considering investing in work related to health and the environment, environmental health, and/or environmental justice;
3. Show an interest in learning, connecting and/or collaborating with other funders through HEFN; and
4. Share a commitment to HEFN's mission and values.

HEFN reserves the right to make final determinations on all membership applications as appropriate for its mission of service to the field. HEFN may deny membership or remove a member if an applicant or member represents a significant conflict with interests of the HEFN community, and/or if the applicant's or member's actions may reflect poorly on the field or harm HEFN's reputation.

## Good Colleague Code of Conduct around Disclosing Interests

HEFN understands and appreciates that many members play multiple professional roles. These roles often bring in new information and understanding that benefit the HEFN community; they also could create real or perceived dualities of loyalty. Recognizing these realities, HEFN aims to:

- Provide an inclusive, welcoming space engaging a diversity of foundations and donors supporting the environmental health and justice movement;
- Provide safe space for members' candid, confidential strategy conversations, as well as to safeguard against disclosure of sensitive grantee strategies; and
- Create a culture of openness and transparency in which members can comfortably share their relevant interests and interact as good colleagues.

To help build a healthy, transparent culture, HEFN asks its members to:

1. **Self-identify your interests or conflicts** that are relevant to your collegial interactions through HEFN. HEFN particularly encourages members to be conscious of the relevant interests of your representatives who most regularly participate in HEFN. Where practicable, members are encouraged also to self-identify relevant interests or conflicts of other senior staff of the foundation.

Relevant interests include situations in which the person could exercise influence in a decision from which they would receive a financial benefit, or in which they could have a real or perceived duality of loyalty. Examples would be a relationship with:

- An organization that seeks grant support from HEFN members or
- A corporate or governmental entity that is a focus of HEFN members' strategic grantmaking.

2. **Disclose relevant interests to HEFN staff.** HEFN staff will circulate a request to disclose relevant interests of members' regular HEFN participants at the same time that it asks foundation members to renew their HEFN membership. The interest disclosure form will also be available year-round from HEFN staff.

This disclosure request will include an explanation of the goals for requesting disclosure, examples of interests to be disclosed, and an outline of ways HEFN staff may use disclosed information. Members will be asked to return disclosure forms to a HEFN Director.

3. **Conduct yourselves with HEFN colleagues in ways that build respect, trust, and the ability to collaborate.** If there are situations in which HEFN funder colleagues might want to understand your or your institution's additional affiliations or interests as context for a collegial conversation, HEFN encourages you to share relevant information straightforwardly. Feel free to consult HEFN staff for advice.

HEFN staff will maintain confidential notes of members' disclosed interests and may use this information to encourage transparency and/or protect sensitive member conversations. For example, staff may ask members with real, perceived, or potential conflicts to disclose their interests in, or to recuse themselves from, some particularly sensitive member conversations. Members will never be asked to disclose in or recuse themselves from the annual meeting or from general learning conversations.

## Membership Dues

Foundations and donors accepted for HEFN membership pay annual dues based on the size of their annual environmental health or environmental justice grantmaking budget. The annual dues structure is as follows:

- \$1,875 if relevant grantmaking is less than \$750,000;
- \$3,750 if between \$750,000 and \$2 million; and
- \$6,250 if greater than \$2 million.

Philanthropic advisers, consultants, and wealth managers accepted as members pay annual dues based on the above dues scale corresponding to the total relevant grantmaking of their current clients. If that total relevant grantmaking is less than \$100,000, the member may pay a flat annual dues fee of \$1,000 (for one participant in HEFN).

HEFN invoices its members annually. HEFN encourages members to provide support via dues, as this saves significant staff time for programmatic work, but HEFN will prepare grant requests for members unable to pay dues by invoice.

The modest dues structure is intended to encourage participation but does not cover the HEFN operating budget. HEFN also depends upon grant support above dues obligations for its programmatic work. Any member providing HEFN with grant support of \$10,000 or more is entitled to an annual dues waiver.

## Application Process and Information

To apply for HEFN membership, email [alevinson@hefn.org](mailto:alevinson@hefn.org) for a link to the online membership application. HEFN may request additional information from applicants.

HEFN will use application materials to evaluate the membership application as well as to build its understanding of funder and donor interests. HEFN reviews membership applications on a rolling basis, generally providing a response within 3 months. HEFN will include its members in its public membership lists. Information about members may be compiled and shared with other HEFN members as part of the HEFN community's information exchange. Members may be offered an opt-out option.

### Questions?

Contact Andrea Levinson

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