ASSOCIATION APPLICATION FORM

INSTRUCTIONS TO COMPLETE FORM



NAME OF CSO		YEAR ESTABLISHED
Address		COUNTRY
PHONE	E-MAIL	
WEBSITE	LANGUAGES	
SOCIAL MEDIA 1	SOCIAL MEDIA 2	SOCIAL MEDIA 3
OTHER ACCREDITATION		

NAME OF CSO – Legal name under which the CSO is registered with the corresponding government office

YEAR ESTABLISHED – Year in which the CSO registered with the corresponding government office and started operating as a non-governmental and tax exempt organization

Address – Physical address of the headquarters of the organization

COUNTRY – Member State where the headquarters of the organization are located

PHONE – Contact number for the headquarters of the organization

E-MAIL — Official e-mail address of the organization (Please note that this will be the main means of communication between DPI and the organization)

WEBSITE – Official website of the organization

SOCIAL MEDIA 1, 2 & 3 — Main platforms where the organization has a presence, if any. Please replace the text Social Media 1, 2 & 3 with the platform. For example, if your organization has a presence on Facebook, Twitter and YouTube, replace the text Social Media 1 with Facebook, Social Media 2 with Twitter and Social Media 3 with YouTube, followed by the handle/name of your account. You don't need to type the complete URL in the box [http://www.facebook.com/MyNGOsAccount], just the name of your account. It should look like this

F ACEBOOK	MyCSOsAccount	TWITTER	MyCSOsAccount	YOUTUBE	MyCSOsAccount
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OTHER ACCREDITATION – If your organization is accredited with ECOSOC (Consultative Status), UNESCO (Consultative or Associate Partnership) or UNICEF (Partnership), or any other United Nations Specialized Agency, Fund or Programme, please indicate so and provide the supporting documentation of such relationship/accreditation (Letter of acknowledgement, appointment, partnership, etc.)

GOVERNANCE

OFFICER	TITLE
NAME OF OFFICER	Title of Officer

GOVERNANCE – Please indicate the names of the officers and their titles in your organization. You can list up to 4 officers. The first name must be that of the head of the organization (President, Secretary General, etc.)

OPERATIONS

NUMBER OF VOLUNTEERS – Official Volunteers that regularly serve in your organization, not ad hoc assistance, if applicable

Number of Employees – Paid staff that work in your organization

Number of Dues-paying members – If applicable

NUMBER OF PARTNER ORGANIZATIONS – Organizations with whom you have an official partnership, not ad hoc partnerships for a project

NUMBER OF VOLUNTEERS	
NUMBER OF EMPLOYEES	
NUMBER OF DUES-PAYING MEMBERS	
NUMBER OF PARTNER ORGANIZATIONS	

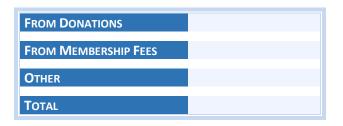
ANNUAL BUDGET (IN USD)

FROM DONATIONS – Funds in the previous fiscal year from donations

FROM MEMBERSHIP FEES – Funds from membership fees, if applicable

OTHER – Funds received from other sources, including government subsidies, investments, etc.

TOTAL – Total budget of the organization for the previous fiscal year



MISSION STATEMENT & KEY EXAMPLES OF WORK PROVIDED BY THE CSO

Mission Statement – Here you should describe the overall mission/vision of your organization. The scope of your work, the intent of your activities, etc. Please be as concise as possible.

Support of, or participation at, UN Events / Campaigns – From the examples and supporting documentation submitted, please indicate if these were activites, events, etc. in support of a specific United Nations event or campaign, or your organization participated at any UN event. Please be as concise as possible.

Why my organization wants to associate with the United Nations Department of Global Communications – Briefly explain why your organization is interested in associating with the United Nations through the Department of Global Communications.