

2020 – 2021 Wisconsin FFA Alumni & Supporters

Membership Information for Chapter Leaders

Welcome to the 2020 – 2021 FFA Alumni Membership year, which officially began August 1, 2020 and will run through July 31, 2021.

PLEASE NOTE: If you are no longer the current chapter leader responsible for membership rosters, please forward this to them and let us know the contact email and phone number of that person so we can ensure that the membership process runs smoothly this year as we transition to full affiliation!

As our FFA chapters gear up to gather their members, it is time for us to do the same.

In order to ensure that chapter members are receiving the greatest value of their membership, and that you are compliant with active membership requirements, here are the Details: PLEASE Note the CHANGES!!! Please also note, nationals has not yet confirmed that IT has worked out all of the system glitches, but we will keep you posted of any additional changes, etc.

- **As a result of the changes at the national level, all chapters are now required to pay affiliation fees this year and there are no longer any annual dues being charged.** This means the following:
 - Each Chapter will be invoiced a national fee of \$ 100 and a state fee of \$ 200 for a total of \$ 300.
 - These invoices will be able to be found on the usual ffa.org membership page under batches, once a roster is complete.
 - **Nationals is no longer waiving their fees for chapters that have 25 or more lifetime members.**
 - **In order to help with the transition and to ensure that chapters get in alignment as soon as possible, Wisconsin is telling all chapters to deduct \$ 50 from their payment, if sent with a postmark by October 31. So instead of owing \$ 300 you would owe \$ 250.**
 - **Each chapter is still responsible to go online and submit a roster that would accompany the affiliation fee. That process is similar as in the past couple of years, but it is vital for us to keep members informed and to ensure they receive the many benefits and discount programs that they are entitled to with membership.**
 - Each chapter is still required to submit the contact information of their President and Treasurer, with name, phone and email at minimum.
 - There are to be no charging of annual dues for membership anymore. If someone chooses to donate to a chapter that is awesome, but nationals does not want paid dues anymore.
 - New Lifetime members may be added on your roster at any time also, for the investment fee of \$ 350. Those funds allow a member forever renewed membership while helping to raise funds that are invested for specific leadership programs at both the state and national level.
 - All payments are sent to Wisconsin FFA Alumni & Supporters and then we forward it to the national level once your roster is verified.
- **August 1** - Chapters are encouraged to begin submitting rosters, local leader contacts and payments, as soon as possible, since all annual members are dropped from the roster on August 1. Submitting the roster and payment early allows you to deduct \$ 50 this year.
- **October 31** - Any chapters submitting payment after October 31, must pay the full \$ 300 fee this year.
- **Lifetime and Associate Members** are automatically renewed by nationals each year. It is up to the local leaders to ensure that the contact information for all of these members is updated and accurate when submitting the roster.

- **If a lifetime member has passed** please contact the executive director at execdir@wisconsinffaalumni.org and she will help you the process to remove them for the roster and see if there are leadership funds available for that member's dues.
- **Associate members** can be switched to annual members at any time by contacting the executive director.
- **Each added lifetime member investment cost is an additional \$ 350.**

SPECIAL UPDATES & CLARIFICATIONS NEEDED:

1. All lifetime members from the past year, automatically renew. However, many do not have emails, phone numbers or current mailing addresses, so please take time to review and update them. By clicking on their membership number, you will enter their membership profile to make updates.
2. Just because lifetime members automatically renew, this does not exempt a chapter from submitting a list of annual leaders or paying the affiliation fees. In order to remain active, a chapter must have a minimum of 10 active members and their leaders must be registered with the state.
3. Associate members do not count as the 10 required members to remain active, only the lifetime and/or annual members count.
4. The leadership contact form is attached below. You may simply complete it and send it with the affiliation fee payment and roster, or if you choose, you may send it via email to execdir@wisconsinffaalumni.org.
5. A Local FFA Alumni is eligible to receive state or national level awards or grants for individuals, membership, and as an FFA Alumni Chapter, only if they are in current active status.
6. Whether your chapter was affiliate in the past or not, all chapters will be automatically affiliated this year. It is the local leaders responsibility to register all of the annual members on the roster. You must submit the annual fee according to the deadline and the roster must be updated.
7. The online roster process is similar to last year. If you have questions, please feel free to contact Cheryl Steinbach, Executive Director at 715-937-4838 or execdir@wisconsinffaalumni.org. You must be a registered leader in order to process the chapter roster.
8. **Other important changes at the national level is the name change of our membership. We are now officially called Alumni & Supporters.** This is to remove the stigma that sometimes comes with Alumni, meaning people think they have to have been one to join. By adding the words & Supporters, membership is supposed to be more welcoming.
9. **National FFA has also completed eliminated the use of the Alumni shield moving forward.** In order to ensure that we are maintaining our association with the FFA organization, they have developed an FFA Alumni logo which features the FFA emblem for common branding. Our state one looks like this:



WISCONSIN FFA
ALUMNI AND SUPPORTERS

There are also now specially designed logos for each local chapter. An example is Denmark:



DENMARK FFA
ALUMNI AND SUPPORTERS

Contact the executive director to get your local chapter logo to use moving forward on posters, social media, etc.

10. The online membership steps are as follows:

- Go to ffa.org.
- Choose alumni leader in your dashboard.
- Choose the manage roster tab.
- You will then have to provide your login information.
- Once in, you will automatically be at the roster.
- When you get to that page, the year automatically defaults to the current year 2020-21. You need to go to the year and change it to 2019-20.
- Choose membership type as annual and then hit search.
- There you will find all of the annual members last year.
- For each annual member, go to the box in front of their membership number and click on the box. Do that for all annual members on the whole page that you wish to renew. Then just below the list of membership names you will find a couple of action options. You want to find the one that says renew membership, but before clicking renew, make sure you have the 2020-21 year and annual membership box marked correctly.
- You will need to do this same process for each page with the annual members.
- Once you have done all of the pages, you should go back up to the very top of the page and switch the year back to 2020-21.
- Hit the search button again and all of the annual members you renewed should appear on the roster. Please note they will say local under the status column.
- You need to click on each of them again in front of their membership number, but when you get to the bottom of the page, you will need to choose the submit to state option, instead of renew membership.
- Once you do that you will see that the status changes from local to state.
- Do this for all of the pages.
- When you are finished with all of them, you may choose the icon on the left that says manage batches and your invoice should appear. Choose the current one that shows a balance by selecting the printer icon on the right. This will generate a PDF, which you can open and print. You may send that invoice with the check to Wisconsin FFA Alumni. My mailing address is on the invoice. But, for quick reference it is: Wisconsin FFA Alumni, W2680 US Hwy 10, Granton, WI 54436.

Please make note of the following details on the rosters:

1. Please make sure that the Alumni members names are spelled correctly.
2. Please provide the updated email address of your members. This is how national and Wisconsin FFA Alumni send all of their communication now, so if there is not an email provided, your members are not being informed.
3. Please make sure that your leader contact information is also current and up-to-date. There should not be 8 and 10 people per chapter designated as the leaders to process online membership. Chapter leaders that have state approved local leader roles can now approve other chapter leader requests.
4. For the chapters that are affiliated, you still **MUST** submit a roster of members each year. Just sending a check for the affiliation fees is not enough. Each member needs to be personally accounted for.
5. If you have any deceased lifetime members, please remove them from your roster. If they have a scholarship coming from joining prior to the mid-80's, please notify us and we can help you out. If you need assistance with this process, please feel free to email or call. My phone number is 715-937-4838.
6. Please do not hesitate to ask for help. The sooner the better to get started.
7. If you can not access the roster you may not be properly registered as a leader. Please ask for help.

How Do I Register Membership?:

If you are already a local administrator for your FFA Alumni Chapter, go ahead and use your same log in information from the previous year.

If you have never been online before, you will need to create a user name and password. You may do this by going to www.ffa.org.

Stay Informed:

- Watch our Website for updated information.
- Like and follow us on Facebook or Instagram, Wisconsin FFA Alumni and Supporters Association.
- Contact your section representatives or executive council and invite them to your events and activities.

Return Information Needed:

Please make sure to return the following information in a timely manner. The Wisconsin FFA Alumni wishes to be able to communicate more effectively with you, but we need your information to do so.

2020 - 2021 FFA ALUMNI CHAPTER OFFICER SHEET

FFA Alumni Chapter Name: _____ **Section Number:** _____

President: _____

Address: _____ **City:** _____ **Zip:** _____

E-Mail: _____ **Telephone:** _____

Vice President: _____

Address: _____ **City:** _____ **Zip:** _____

E-Mail: _____ **Telephone:** _____

Secretary: _____

Address: _____ **City:** _____ **Zip:** _____

E-Mail: _____ **Telephone:** _____

Treasurer: _____

Address: _____ **City:** _____ **Zip:** _____

E-Mail: _____ **Telephone:** _____

Please return to:
Wisconsin FFA Alumni Association
W2680 US Hwy 10 Granton, WI 54436
Or email to: execdir@wisconsinffaalumni.org