

The National Network of Public Health Institutes (NNPHI) was established in 2001 to recognize and enhance the work being done in public health by independent, nonprofit collaborative entities. The mission of NNPHI is to promote multi-sector activities resulting in measurable improvements of public health structures, systems, and outcomes. NNPHI seeks to explore these initiatives by partnering with national, state, and local public health organizations. NNPHI has three membership categories: (a) Public Health Institute; (b) Provisional/Developmental Public Health Institute; and (c) Affiliate Member. The criteria for membership categories are outlined below. Membership is for the entire organization; member benefits extend to all staff. To apply for NNPHI membership under one of these categories, please see instructions on page 2.

Definition of a Public Health Institute All organizations applying for membership should review and consider how they align with the following definition of a public health institute:

A public health institute is an organization that improves public health capacity, systems and outcomes by fostering innovation, leveraging resources and building partnerships to improve the public's health. Public Health Institutes work in partnership with multiple sectors including governmental agencies, communities, the health care delivery system, businesses, media and academia. Public Health Institutes maintain a portfolio of competencies that are applied to current and emerging public health issues such as: population-based health program delivery, health policy, training and technical assistance, research and evaluation, health informatics, health communications, social marketing, fiscal/administrative management, and collaborative leadership. While this list of competencies is not exhaustive, all public health institutes demonstrate work in two or more competency areas.

Category A: Public Health Institute

Membership in Category A requires that those organizations align with the definition of a public health institute and meet the following criteria:

1. Not-for-profit organization or an organization that is affiliated with a non-profit organization such as a university or other non-profit administrative home
2. Independence on policy & programmatic decisions: Organization demonstrates population health activities and programs beyond the sole direction of government, other individual partners or an administrative home
3. Multi-sector approach. The applicant organization works with multiple sectors (at least three including government and academia). May also include efforts with businesses, labor, community organizations, etc. on the development and implementation of programs or projects and the development of population health strategy/ addressing the health needs of the state.
4. Broad-based public health mission at the governance and programmatic level
5. Subscribe to shared NNPHI mission
6. Linkage with an official public health agency, by governance or programming (e.g., authorizing legislation, agency representation on board, or contractual relationships)
7. Financially viable program operations
8. Demonstrated work in two or more competency areas. Organization has programs or activities in two or more of the following competency areas: population-based health program delivery, health policy, training and technical assistance, research and evaluation, health informatics, health communications, social marketing, fiscal/administrative management, and collaborative leadership. This list is not exhaustive; organizations may demonstrate competencies in areas not listed above.

Category B: Provisional/Developmental Public Health Institute

Category B membership is comprised of those organizations that seek NNPHI membership in category A but do not yet meet **all** of the above criteria. These applicants may be developing organizations that need additional time to establish organizational and fiscal operations as well as programmatic scope. Additionally, provisional status may be designated for applicant institutes that are located within a geographic area (state or region) where there is already an NNPHI member institute (Please see the note at the end of the application- criteria for inclusion in NNPHI is cooperation/collaboration with existing Institutes in the applicant’s area). Provisional members must align with the mission and purposes of NNPHI and are developing to align with the definition of a public health institute. Provisional members may seek full membership in one of the above categories within two years of receiving provisional status.

Category C: Affiliate Membership

Affiliate membership is comprised of those organizations that subscribe to the NNPHI mission and vision and desire to have a formal affiliation with NNPHI members; however, the organization does not fit the definition of a public health institute (multi-sector, population based focus, multiple competencies, relationship with government). Organizations that have only one primary competency and/or those that focus their efforts solely on health care services and systems rather than on population health issues may fit best in this category.

Membership with NNPHI is for the entire organization; member benefits extend to all staff. Public health institutes in category A retain the right to vote during elections for the NNPHI Board or Directors and also have the right to serve on the NNPHI Board of Directors.

Annual Dues Structure

Organization’s Funding Level	NNPHI Dues
\$0 to \$499,999	\$ 500
\$500,000 to \$999,999	\$1,000
\$1,000,000 to \$2,499,999	\$1,500
\$2,500,000 to \$4,999,999	\$2,000
\$5,000,000 and higher	\$2,500

Application Procedure

The NNPHI Membership Committee will review all applications and make recommendations to the Board of Directors. Please complete the following application form and return to:

NNPHI
 Attn: Erin Marziale
 1515 Poydras Street, Suite 1200
 New Orleans, LA 70112
 Fax: 504-301-9820

If you would like a Word version of the application, please contact Erin Marziale (emarziale@nnphi.org) or Katie Dabdoub (kdabdoub@nnphi.org).



APPLICATION FORM

Please answer the following questions and include a copy of your organization’s most recent audit and bylaws. You may respond to these questions in this form or cut and paste the questions to a separate word document

ORGANIZATIONAL INFORMATION

Please provide contact information for your organization:

Organization Name	
Representative Name	
Representative Title	
Billing Contact/ Administrative Home	
Billing Street Address	
Physical Street Address (if separate from the billing address)	
Phone	
Fax	
E-mail address	
Website address	

1. Which membership category are you applying for? Category A. Public Health Institute; Category B. Provisional/Developmental Public Health Institute; Category C. Affiliate Membership
2. What year was your organization formed?
3. How was your institute developed (was there any authorizing legislation)?
4. How many employees does your organization have?
5. Your organizational affiliation: (501(c)(3) or other? If you are not an independent 501c3, please describe how your organization makes programmatic and policy decisions. Does your organization have population health activities and programs beyond the sole direction of government, other individual partners or your administrative home?
6. Does your organization have a board of directors? If university-affiliated, please describe advisory committee.
 - How is your board appointed? Are seats designated for specific organizations?
 - What is the distribution of public and private representatives?
 - Please list each of your board members and the organizations they are affiliated with
7. What is your organization’s mission? How does it relate to the NNPHI mission? (The NNPHI Mission is to promote multi-sector activities resulting in measurable improvements of public health structures, systems and outcomes.)

8. If applying for categories A or B, please describe how your organization aligns with the definition of a public health institute (please address each bullet):
- *A public health institute is an organization that improves public health capacity, systems and outcomes by fostering innovation, leveraging resources and building partnerships to improve the public's health.*
 - *Public Health Institutes work in partnership with multiple sectors including governmental agencies, communities, the health care delivery system, businesses, media and academia.*
 - *Public Health Institutes maintain a portfolio of competencies that are applied to current and emerging public health issues such as: population-based health program delivery, health policy, training and technical assistance, research and evaluation, health informatics, health communications, social marketing, fiscal/administrative management, and collaborative leadership. While this list of competencies is not exhaustive, all public health institutes demonstrate work in two or more competency areas.*
9. What is your relationship to governmental public health?
- Are they on your board of directors?
 - Do they serve as funders?
10. Briefly describe the scope of your work.
- What is your focus? Broad/narrow, community-based, policy, research, etc.?
 - List the contracts/grants that your organization is working on during this fiscal year.
11. What is your geographic reach? Do you have a primary geographic area that your organization serves? Are there other areas that your organization serves? Please describe in terms of local, state, regional or national.
12. What is your total operational budget?
13. Total funding: how much and from where?
- What percentage of your funding comes from the following:
 - State appropriated dollars
 - Federal dollars
 - State grants
 - Private foundation dollars
 - Dues/membership
 - Private donations
 - Other sources
14. Do you receive any direct dollars for core infrastructure of your Institute?
15. What is your Indirect Cost Rate?

Special Instructions for Applicants in a State with an Existing NNPHI Member

If an applicant institute is from a state with an existing public health institute, the applicant institute is asked to make an effort to contact and develop a relationship with the existing NNPHI member. NNPHI suggests that the applicant institute contact the existing member prior to submitting an application with NNPHI to discuss the opportunities for building a relationship. If possible, NNPHI encourages applicant institutes in a state with an existing member to acquire a letter of support outlining the current relationship between the organizations and the vision for how the two organizations can compliment each other in the state to accomplish population health goals. If you are applying as an institute in a state with an existing member, please complete the following additional questions:

A1. Have you contacted the current NNPHI member in your state?

A2. What is your relationship to the current member?

A3. Do your missions and activities align? If so, how does your mission and activities align? If not, how are you different?

A4. What is the added capacity or area of focus that your institute brings to the landscape in the geographic area that you serve or propose to serve?

If applicable, please include your letter of support from the existing NNPHI member in your state as an attachment after your most recent audit and bylaws.