



MANP Advocacy Program Implementation Process Description

Taking a Position on a Specific Piece of State or Federal Legislation

Step 1 – Criteria

In order for MANP to consider taking a position on a public policy initiative or issue, four key criteria must first be considered:

- ▶ **Fit:** Does the issue/initiative match the mission of MANP and its members and fit within MANP's advocacy guidelines?
- ▶ **Impact:** Does the issue/initiative have significant implications for MANP members and/or Maine's nonprofit organizations?
- ▶ **Support:** Is there, or do we reasonably anticipate that there will be, general informed support for the proposed position among the members of the Maine Association of Nonprofits?
- ▶ **Credibility:** Will MANP be perceived as a legitimately concerned and appropriate advocate for the position to be taken?

At the request of any MANP member organization or upon the initiative of a MANP staff or board member, MANP staff will review an issue/initiative and determine if it meets the criteria. If the issue does not, MANP will not take a position. If it does, MANP staff and board will then consider taking a position using the following process.

Steps 2 & 3 – Consideration and Decision-making

In situations where the initiative or issue is similar to or the same as one that MANP has previously addressed (Type 1), **staff will re-state the organization's position and notify the full board.** If staff is not entirely sure whether an issue is a "Type 1" issue, the Advocacy Committee will make that decision.

In situations where an initiative or issue has been addressed previously by the National Council of Nonprofits or other sister association around the country but not MANP (Type 2), **staff will provide that position to the board's advocacy committee for their consideration. The Committee will inform the board of its decision.**

In situations where neither MANP nor the National Council of Nonprofits (or other sister association around the country) has addressed the issue (Type 3), **staff will recommend a position to the advocacy committee for their consideration. The Committee will then make a recommendation to the full board for their consideration.** This process will also be used in situations where the issue/initiative is **controversial, sensitive and/or has broad or deep impact**, in the judgment of either staff or board members.

Step 4 – Who May Speak to the Public & Press Regarding Considered Issue

Only the Executive Director or Board President are authorized to speak or appoint spokesperson(s) on behalf of MANP.

Fast Track Authority

Senior Management of the Maine Association of Nonprofits has Fast Track Authority on public policy issues only in the following ways:

▶ **No Position is Taken**

MANP staff may make phone calls, sign onto letters, or create and distribute information/letters referencing general or specific public policy issues, when no position is taken on the issue or when balanced analysis is offered or when an established general policy is reiterated.

▶ **A Position is Stated**

MANP staff may make phone calls, sign onto letters, or create and distribute information/letters stating the MANP position on an issue only when all the above steps have already been followed in the “Taking a Position on a specific piece of state or federal legislation” section above.

▶ **A Position is Taken**

MANP staff may make phone calls, sign onto letters, or create and distribute information/letters taking a position on the issue only when the issue clearly meets all criteria in Step 1 and is a “Type 1” issue.

