MARYLAND CHAMBER FEDERATION

OVERVIEW

Small business is the driving force of job creation in Maryland and is an important part of the core constituency of the Maryland Chamber of Commerce's grassroots advocacy efforts. Our activities affect no other group of businesses more dramatically than small businesses. Our overall success in the global marketplace is directly tied to the state's ability to foster a climate that is competitive and favorable to small business, a sector that makes up almost 92 percent of Maryland's registered companies.

The Maryland Chamber has introduced the Maryland Chamber Federation, a partnership with our local chamber and association member partners, to ensure the voice of small business is heard with minimal investment and maximum impact.

Through the Maryland Chamber Federation, any business with **10 or fewer full-time employees**, who is a member of a participating local chamber*, will receive **FREE** Federation membership into the Maryland Chamber of Commerce. This membership is available to small businesses as long as they have 10 or fewer employees and are a current paid member of your local chamber.

Participation in the Federation gives local chambers a valuable sales and retention tool, increased influence in the state legislature, and access to timely information, opportunities and resources.

This partnership is designed to empower small businesses and grow the voice of business at the local, state and federal levels.

BENEFITS

- Free Federation membership in the Maryland Chamber of Commerce, adding an additional $750 value annually to your existing membership benefits.
- A team of government affairs professionals aggressively and proactively representing their businesses throughout the year at the state capitol and in Washington, D.C.
- Opportunity to participate in statewide initiatives, surveys and coalitions and to provide feedback that has a direct impact on public policy development.
- Up-to-date information on state issues through legislative e-news, The Leading Voice, grassroots business action updates and calls to action updates during the legislative session.
- Chamber Legislative Briefings, including the legislative update, From the Halls, e-newsletter
- Maryland Grassroots Advocacy Training - The Chamber's issue advocacy education program training businesses on the nuts and bolts of how to effectively lobby elected officials.

**A local chamber/ association is defined as a valid 501(c)(6) with full-time, paid staff.*

- Reduced member pricing for Maryland Chamber signature events.
- Participation in the Chamber's D.C. Roundup at the U.S. Capitol.
- Aggressive, proactive General Assembly representation aggregating Chamber / Association "Clout" to oppose initiatives harmful to business and supportive of job growth.
- Access to the members-only side of the Maryland Chamber website and member directory.

Increased Influence in the state legislature through direct input and participation in the Maryland Chamber's legislative activities.

- Invitations to the annual Grassroots Advocacy Workshop for executives, an opportunity to hear from key legislative leaders, provide input on issues affecting your community, review the Maryland Chamber's legislative priorities for the upcoming session and discuss the important role local chambers play in the process.
- Invitation to a post-session legislative briefing call designed to help your organization share the results of the session and the impact on business with your members.
- First consideration when identifying local partners for regional opportunities, studies and projects.

Access to relevant and timely information, resources and opportunities.

- Access to local chamber staff information center containing key legislative updates and calls to action, sharable content related to Maryland Chamber policy issues and marketing tools and templates to promote the Federation benefits to your members.
- Special event invitations, promotional opportunities and information on important statewide policy and competitiveness issues and events.

Increased brand awareness among potential members statewide through promotion of your chamber or association in Maryland Chamber initiatives and communications.

- Eligible for a rotating annual appointment on the Maryland Chamber's Legislative Committee (4).
- First consideration when identifying locations and partners for Maryland Chamber events, such as local chamber/ association hosts for regional wrap up events.

MARYLAND
Chamber of Commerce
FEDERATION

FREQUENTLY ASKED QUESITONS

Which chambers/ associations are eligible to be a Federation Partner?

Any local, county or regional chamber or association in Maryland who is an active, current dues paying investor in the Maryland Chamber and accepts, signs, and returns the Federation agreement.

What is the cost associated with being a Federation Partner?

There is no cost to be a Federation partner, provided the local chamber is an investor in the Maryland Chamber. A chamber or association is defined as a valid 501(c)(6)with full-time, paid staff.

How does my chamber association become a Federation Partner?

Sign and complete the agreement and partner information form and return it to Laura Gordon at lgordon@mdchamber.org. Send your formatted Federation member list to Member Services Coordinator Nicole Seay at nseay@mdchamber.org.

Why must I sign an agreement to be a Federation Member?

The agreement allows for proper record keeping needed by the Maryland Chamber to accurately record which local chambers and associations have chosen to participate along with a traceable count of Federation members.

Who is eligible?

Any Maryland business with 10 or fewer full-time employees that is a current dues paying member of a local chamber of commerce or association participating in the Federation. The business will only be a Federation member of the Maryland Chamber if they maintain their membership with the participating local chamber or association.

Can my business members serve on Maryland Chamber committees?

No. Only the lead paid staff member at the local chamber can serve on Maryland Chamber committees.

What if a Federation Member grows larger than 10 full-time employees?

If a federation member grows to exceed 10 employees, then they would outgrow the Federation membership and should be removed from further lists sent to the Maryland Chamber. If they wish to continue receiving membership benefits, they can join the Maryland Chamber of Commerce as a regular dues paying investor.

Will the Federation Members be prospected by the Maryland Chamber?

Federation member lists will not be used by Maryland Chamber staff as prospect lists. Investment opportunities in the Maryland Chamber will only be shared by the request of the Federation member.

What is the policy on protecting member information?

The information collected is stored securely and is never sold or distributed to third-parties by the Maryland Chamber of Commerce.

What is your opt-out policy?

Each email that is sent out from the Maryland Chamber has an unsubscribe/opt-out feature, which when clicked on, will remove the individual from future emails. Federation members may also opt-out of any and all contact lists at any time by contacting the Maryland Chamber directly.

How will you manage the Federation information?

The Maryland Chamber has built two different communication options into this program from which local, county and regional chambers can choose:

- Direct to Member (preferred): The Maryland Chamber is responsible for sending communications to the Federation members.
- Direct to Local Chamber/ Association: The local chamber or association will be responsible for forwarding Maryland Chamber Federation communications received from the Maryland Chamber to Federation members. The local chamber or association agrees that time-sensitive information and materials will be passed along to members in time for prescribed action to be taken.

Can I control which information the Federation Members from my organization receive?

If you choose option two above, Direct to Local Chamber/ Association, you have the ability to review and make decisions on information before forwarding along to your small business members.

How often will you be sending out information to the Federation members?

The Maryland Chamber is sensitive to the amount of information that will be sent to Federation members and understands this will be in addition to information they receive from their local chamber or association. As with any communication schedule, this is subject to change, but routine communication would consist of the following:

- Weekly Legislative Update email during the legislative session January to April.
- Communication highlighting upcoming policy events and programs.
- As needed: Legislative "Call to Action" emails, policy workshop invitations and surveys.

If I chose the "Direct to Local Chamber/ Association" communication option, what information do I need to provide?

The number of Federation members and their employee count at the time of joining the Federation, plus a yearly update so that the Maryland Chamber can keep an accurate record. **Contact name, company name, email address and company address for each Federation member are required, but please include as much information as you are able.**

If I choose the "Direct to Member" communication option, what information do I need to provide?

Send a quarterly list, in Excel, of all your Federation members with the information below in the provided template. Contact name, company name, email address and company address are required, but please include as much information as you are able.

SAMPLE INFO NEEDED FOR BOTH "DIRECT TO LOCAL CHAMBER/ ASSOCIATION" AND "DIRECT TO MEMBER" COMMUNICATION:
Contact name (separated into first name/last name)
Contact title
Contact email address
Company name
Company address (separated into address, city, state, zip) Company telephone
Number of employees
SIC description/type of business