



# **EASY STEPS**



## **How to start an FFA Alumni Affiliate**

1. Recruit at least ten members.
2. Develop a constitution and bylaws in harmony with the “**National FFA Alumni Bylaws**”.  
[www.ffa.org/myresourcedocuments/alumni\\_affiliate\\_constitution\\_and\\_bylaws.pdf](http://www.ffa.org/myresourcedocuments/alumni_affiliate_constitution_and_bylaws.pdf)
3. Elect a council of officers: President, Vice President, Secretary, Treasurer, and Membership Chairman (optional).
4. Complete the two-page “**Application for Chartering/Reactivating**”.  
[www.ffa.org/SiteCollectionDocuments/alumni\\_chartering\\_form.pdf](http://www.ffa.org/SiteCollectionDocuments/alumni_chartering_form.pdf)
5. Submit the completed “**Application for Chartering/Reactivating**” to your State FFA Alumni Association. Your State FFA Alumni will forward this form to the National FFA Alumni.

\*You will have 30 days to submit your initial roster using “**Manage My FFA**” on FFA.org and 30 days following submission of your membership to pay your membership dues\* invoice. After this has been completed you will be issued a charter certificate and a scroll. Then you can apply to be part of the National FFA’s 501c3 status.

*Please contact **Tammie Steinhauer**, Nebraska State Membership Secretary, with any membership questions!*

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\*All Nebraska FFA Alumni Affiliates must pay \$100 National FFA Alumni annual fee + \$100 Nebraska FFA Alumni annual fee.

The \$100 National FFA Alumni annual fee will be waived if the local affiliate has at least 25 life members. Life Membership requires a one-time payment of \$210 for National and State Life Membership.

A minimum of ten local affiliate members must continue to be in place for the affiliate to be considered active.