

The NYAHS Center for Senior Living & Community Services is a division of the New York Association of Homes & Services for the Aging. We strive to provide a forum for home and community-based services, intermediate residential care facilities and housing communities to explore and develop policies and programs to meet the changing needs of aging and special needs New Yorkers. While our members serve diverse populations of the aging, it is The NYAHS Center's goal to unify these segments under one association.

Membership in the The NYAHS Center and the New York Association of Homes and Services for the Aging automatically includes membership in the national affiliate, the American Association of Homes and Services for the Aging (AAHSA). Membership dues are billed under a joint membership plan of the New York Association of Homes and Services for the Aging and the American Association of Homes and Services for the Aging (AAHSA) unless otherwise noted.

**PLEASE PRINT OR TYPE THE FOLLOWING INFORMATION:**

**GENERAL INFORMATION** 

---

---

**Management Company Information**

Management Company Name and Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_ County \_\_\_\_\_

How many subsidized units does the management company operate? \_\_\_\_\_

Federal \_\_\_\_\_ State \_\_\_\_\_ Municipal \_\_\_\_\_

How many non-subsidized units does the management company operate? \_\_\_\_\_

Contact Person (for membership matters) \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax \_\_\_\_\_ \*E-Mail: \_\_\_\_\_

Chief Executive Officer (if different) \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_ \*E-Mail \_\_\_\_\_

Web Address: \_\_\_\_\_

**Property Information** *(please fill out a separate application for each property)*

Property Name \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_ County \_\_\_\_\_

Telephone \_\_\_\_\_ Property Web Address: \_\_\_\_\_

Director: \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_ \*E-mail \_\_\_\_\_

Service Coordinator \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_ \*E-mail \_\_\_\_\_

*\*Most of The NYAHS Center's information is sent via e-mail, so please indicate the address where you would like to receive information on a timely basis.*

Type of Sponsorship *(please check all that apply)*:

- Religious                       Private Foundation                       Community  
 Governmental                       Fraternal                       Union  
 Other (please specify): \_\_\_\_\_

Name of Sponsor: \_\_\_\_\_

Tax Classification {e.g., 501(c)(3)}: \_\_\_\_\_

Federal Program *(please check)*:                      No. of Units: \_\_\_\_\_                      Sponsor: \_\_\_\_\_

- Sec 8                       Sec 202                       Sec 221(d)(3)  
 Sec 236                       Sec 515                       Sec 811

State Program *(please check)*:

- Fannie Mae                       Mitchell-Lama                       NPC/RPC  
 State Housing Trust Fund                       Tax Credit Funding  
 Other *(please specify)*: \_\_\_\_\_

Have you ever been a member of The NYAHSA Center/NYAHSA?                       Yes                       No

### Management Company Housing Property Membership

Management company housing property members receive these benefits from The NYAHSA Center, NYAHSA and AAHSA:

- Personal assistance and advice from The NYAHSA Center and AAHSA's staff of housing professionals, state and federal policy analysts and legislative advocates.
- Immediate and up-to-date information on housing and supportive services issues with both a state and national perspective.
- Access to professional education, growth, accreditation and career enhancement programs through The NYAHSA Center/NYAHSA's education and research affiliate, the Foundation for Long Term Care.
- Access to affordable products and services such as energy savings and insurance programs designed especially for housing providers through The NYAHSA Center/NYAHSA's subsidiary, NYAHSA Services, Inc.
- Access to AAHSA's extensive group purchasing programs.
- Access to a housing-specific Web site featuring a one-stop directory of information.
- Opportunities to network with other housing company and management company professionals through NYAHSA regional meetings, issues forums, and summits.

Management companies are expected to comply with the following schedule when applying for membership in NYAHSA's NYAHSA Center for Senior Living & Community Services and AAHSA:

1. During the first year, five properties must apply for membership. At least three of those must be among the largest operated by the management company. These applications may be made at the convenience of the management company as long as the full five have applied within 12 months. The 12-month period begins with the acceptance of the first property. NYAHSA's NYAHSA Center and AAHSA benefits begin with the acceptance of the first property by the membership committee.

2. Property applications will continue in increments of five per year until all properties are members of NYAHSA's NYAHSA Center and AAHSA.

Dues for market-rate and subsidized housing members are based on a 1-2-3 dues system. Year one new members pay only one-third of the full dues rate; two thirds is paid in year two and full dues are paid in year three and beyond. Enriched housing is not eligible for this dues structure.

**Please contact The NYAHSA Center/NYAHSA at (518) 449-2707 for the latest membership rates.**

I have read, understand and agree to the stipulations about the expected schedule for management company property applications for NYAHSAs NYAHSAs Center and AAHSA membership.

In addition, please be advised that membership is terminated ONLY by sending a letter requesting termination of benefits to the attention of NYAHSAs accounting department. Non-payment of dues does not constitute a notification of termination. Any dues or other expenses incurred prior to receipt of the letter requesting termination of benefits will be the responsibility of the member. Your signature indicates that you understand and agree to NYAHSAs NYAHSAs Center's notification of termination policy.

Signed: \_\_\_\_\_

---

---

**BILLING**

Please bill me for the full year's dues       Please bill me quarterly

Applicants, please enclose a copy of your Exempt Organization Certificate (ST-119.1) as required by New York state law.

I understand that this payment entitles this property to membership in The NYAHSAs Center for Senior Living & Community Services/NYAHSAs and AAHSA (when applicable) and the full privileges and services of both associations.

Application submitted by:

\_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

Please mail your application and a copy of your tax exempt certificate to:

Membership Committee  
The NYAHSAs Center for Senior Living & Community Services/NYAHSAs  
150 State Street, Suite 301  
Albany, New York, 12207-1698

*Thank you for your interest in becoming a member of*

*The NYAHSAs Center for Senior Living & Community Services/NYAHSAs.*

*Upon approval by the committee, all services will commence immediately and you will receive your initial invoice.*

*Please do not send a check with this application.*

American Association of Homes and Services for the Aging  
The NYAHSA Center for Senior Living & Community Services/NYAHSA

*Criteria for Membership*

Each member property is urged to comply voluntarily. Beginning in 1980, membership in AAHSA will be predicated upon a property's certifying that it is in compliance. The following elements are listed as standards against which any agency can be judged as to the appropriateness of its membership in AAHSA and The NYAHSA Center for Senior Living & Community Services/NYAHSA.

1. The member property shall have an identifiable controlling entity, which has the following characteristics:
  - a. Not-for-profit corporation or trust,
  - b. Charitable intent and purpose,
  - c. Eligible for 501(c)(3), 501(c)(4), 501(c)(6),
  - d. May be either public, charity or private foundation.
  
2. The member must be governed by a bona fide volunteer board of trustees (board of directors) which regularly participates in review of its philosophy and purpose and which is fiscally and programmatically accountable and responsible to the person served, to the sponsoring group and the broader community.
  
3. A procedure for identifying and dealing with cases of duality or possible conflict of interest be stated preferably in the bylaws of the organization.
  
4. Sponsorship of the member property is rooted in a community, i.e., a neighborhood group, minority group, ethnic group, church, religious, and/or fraternal organization.
  
5. The member is committed to the development of community linkages and services, both for the well being of the person served, as well as that of the larger community and should assure continuity of care either within the home or elsewhere through conscientious planning.
  
6. The member property shall have a non-discriminatory policy indicating that no person shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination in its program for services because of race, color or national origin.
  
7. The member is licensed according to the levels of care it purports to provide within the context of local requirements.

Compliance:

1. Each member will certify that it accepts the standards and is in compliance at time of renewal of its annual dues.
  - a. New members will certify by means of a resolution of their board.
  - b. The administrative officer and chief executive officer of the board will certify at the time of renewal.
  
2. Compliance will be assumed until a complaint has been filed.
  
3. The policy and procedures of compliance as outlined will be policed only by exception.