

**OREGON COMMUNITY FOOD SYSTEMS NETWORK**  
**BUSINESS AFFILIATE PROGRAM DESCRIPTION**

1. **The Value of Engaging the Business Community:** The founders of OCFSN recognize that for-profit enterprises enable the existence of the food system, from the farm through all links in the value chain to the consumer. Collectively, for-profit enterprises also have a determining influence on food systems outcomes related to the environment, the sustainability of rural communities or specific sectors of the economy, the safety, health and wellbeing of workers, and the health and quality of life of citizens.

Many for-profit enterprises share values with OCFSN members. These values can be seen in the ideals of an entrepreneur or in corporate policies, and are expressed through business functions including production, procurement, product formulation, operations management and marketing. Accordingly, OCFSN has an interest in engaging the business community to understand business priorities and challenges, identify shared interests, encourage steps that advance those interests, and recognize businesses that make a positive contribution to local and regional food systems development efforts.

2. **Business Affiliates:** OCFSN invites for-profit enterprises to be recognized as “Business Affiliates.” These Business Affiliates will be asked to complete an application, will have certain obligations, and will receive benefits, as specified below.
3. **Business Affiliate Applications:**
  - Applicants will describe their commitment to the OCFSN vision in sufficient detail to allow a meaningful review. (*The applicant's response to the first question on the Business Affiliate application will be published on the website as the Business Affiliate profile.*)
  - Applicants will assign one or more staff members as contacts for OCFSN and possible participants in OCFSN events and working groups.
  - Applications will be received on a rolling basis.
  - All Business Affiliates will be asked to submit new applications annually.
4. **Approval of Business Affiliate Applications:** Business Affiliate applications will be reviewed and approved or returned for more information by the Leadership Team during the course of regular meetings. The primary criterion for review of applications will be demonstrated commitment and service to community food systems goals as described in the OCFSN bylaws.
5. **Conflict of Interest:** Business Affiliates are asked to disclose any real, prospective or perceived conflicts of interest in their initial or renewal applications, including business relations with or significant donations (value over >\$500) to OCFSN members. (*This question is asked in the interest of transparency. Relationships with or donations to OCFSN members will not disqualify an applicant.*)
6. **Confidentiality:** The content of Business Affiliate applications will not be shared with other parties or the general public without the express written permission of the applicant. OCFSN Leadership Team members conducting reviews will be bound by confidentiality.

7. **No Voting Rights for Business Affiliates:** Business Affiliates are not Members of OCFSN as described in the OCFSN bylaws. Business Affiliates do not have voting rights with respect to OCFSN policies or operational decisions.
8. **Terms for Business Affiliate Agreements :** Prospective and renewing Business Affiliates may submit applications at any time. Following approval of the application by the Leadership Team, publication of the business profile (described below) will start a twelve-month term for affiliation. Renewal applications should be submitted each year at least 2 months prior to the initial date of publication. Reminder emails will be sent annually.
9. **Obligations of Business Affiliates:**
  - a. Business Affiliates will pay dues according to the schedule published to the OCFSN website and/or otherwise distributed in the year they submit their application or renewal.
  - b. Business Affiliates may not use the OCFSN name or logo on product packaging or in marketing a product or service, and will in no way imply that OCFSN has endorsed a product or service.

**10. Benefits Accorded to Business Affiliates:**

- a. **OCFSN Website Profile:** Once approved, the profile that Business Affiliates submit with their application can be published on the OCFSN website as appropriate by county, by region and/or statewide according to categories defined in the application and the scope of the business. This profile can include relevant product descriptions, information on sourcing and/or production practices, management practices, certifications held, community involvement, and other concerns.
- b. **OCFSN Affiliation Claim:** Business Affiliates may reference their affiliation with OCFSN in describing their enterprise's general commitments and contributions to advancement of food systems goals. Such references should be supported with detailed information reflecting the content of the Business Affiliate application submitted for the current cycle. OCFSN will provide sample language to guide such references.
- c. **Work Group Participation:** Business Affiliates may be invited to participate in established OCFSN Working Groups or in ad hoc advisory groups by the OCFSN Leadership Team Chair or Work Group Chairs, providing insight and advice on food systems challenges, potential solutions, and the design and implementation of projects and programs. In such groups, Business Affiliates shall have full rights to participate in discussions, subject to conflict of interest disclosures referenced above, but may not vote or take action to influence a vote by OCFSN members.
- d. **Event Participation:** Business Affiliates may be invited to participate in OCFSN events including the annual Convening, workshops, trainings, and tours. Participation is not guaranteed and may be subject to limitations on space, a registration fee, or other factors.

- e. **Sponsorship Opportunities:** OCFSN will seek corporate sponsorship of the annual Convening and may seek corporate sponsorship for other events. Sponsor benefits including speaking opportunities, advertising, signage, complimentary event registrations, and other public recognition will be defined, published and disseminated in advance of the event. Business Affiliates will receive first notice of sponsorship opportunities, at least 2 weeks before a general sponsor solicitation effort.