

National Children's Alliance Standards for Accredited Chapter Members

Chapter definition:

A Chapter of National Children's Alliance is a recognized entity that:

- Provides support services to local communities and CACs
- Assists with the development, continuation, and enhancement of the CAC model throughout the state or tribal area
- Serves as the leading resource within the state and facilitates a network dedicated to a coordinated and comprehensive response to child abuse

The following components are necessary for accredited chapter membership in National Children's Alliance:

1. **Organizational Capacity:** The Chapter has established a designated legal entity responsible for program and fiscal operations and implements basic sound administrative practices.
2. **Membership:** Chapters will have a defined membership and will engage with their members in collecting and sharing data as appropriate. The Chapter will work with programs in support of NCA accreditation.
3. **Training and Technical Assistance:** Chapters will provide training and technical assistance to the existing and emerging Children's Advocacy Centers in the Chapter's coverage area to the maximum extent possible.

An important note about criteria rating:

Some of the criteria have been determined to be absolutely necessary to the model of a Children's Advocacy Center Chapter. These criteria have been designated as essential components and have been noted as such beneath the body of the standard. Other criteria will be rated by the quality of the manner in which the criteria is met.

NCA recognizes that it is highly unlikely that any single Chapter will meet all of the criteria in a way that is ever 100% perfect. Factors such as community resources, access to funding, geography, and population size are obviously considerations for Chapters and their ability (or desire) to meet these criteria.

These factors need not stand in the way of NCA membership. A commitment to setting standards and improving practice does not diminish NCA's recognition of creativity in the implementation of these standards.

NCA recognizes that some of the criteria listed under the standards for membership may be neither necessary nor possible for a particular Chapter for varying reasons. For example, professional liability insurance may not be needed dependent upon Chapter services offered. The application will include an "exceptions" format for applicants to explain why a criterion cannot be met in the way it is requested.

Corollary Services

Chapters may provide services in addition to the required program components listed previously provided that such corollary services are compatible with, and supportive of, the National Children's Alliance mission. Core program components must take priority, however, over corollary services.

Organizational Capacity

Standard: The Chapter has established a designated legal entity responsible for program and fiscal operations and implements basic sound administrative practices.

Criteria:

Essential Components

- A. The Chapter has insurance as appropriate to their organizational structure.
- B. The Chapter is an independent legal entity 501(c)3 in good standing or part of a defined government agency.
- C. The Chapter has a designated coordinator.
- D. The Chapter has written administrative policies and procedures.
- E. The Chapter program staff has current and comprehensive knowledge of the CAC model.
- F. The Chapter has bylaws approved by NCA that include meeting frequency, voting, membership and services.
- G. The Chapter is in good standing with NCA as demonstrated through their active participation and regular fulfillment of reporting requirements.

Rated Criteria

- H. The Chapter has a strategic plan that addresses the development of new and existing CACs throughout its coverage area.
- I. The Chapter has a plan for financial sustainability.
- J. The Chapter has a mechanism for sharing of information between the Chapter and its members and provides an opportunity for members to provide feedback and suggestions regarding procedures/operations of the Chapter.

- K. The Chapter has a legislative strategy/agenda.
- L. The Chapter has a defined Crisis Management Response Plan.

Membership

Standard: Chapters will have a defined membership and will engage with their members in collecting and sharing data as appropriate. The Chapter will work with programs in support of NCA accreditation.

Criteria:

Essential Components

- A. The Chapter has defined membership criteria.
- B. The Chapter has a minimum of 2 members of which 1 is an accredited member of NCA. Fifty percent of voting members are members of NCA.
- C. The Chapter has a mechanism to collect dues as determined.
- D. The Chapter has a mechanism to collect data from its members.

Rated Criteria

- E. The Chapter has active outreach committed to development of new CACs.
- F. The Chapter has a formalized strategy to support enhanced program services for existing CACs as requested.
- G. The Chapter assists CACs in the NCA accreditation process.
- H. The Chapter collects data annually from its members that may include financial, aggregate case data, center demographics, etc.
- I. The Chapter has defined membership services and benefits of membership.

Training and Technical Assistance

Standard: Chapters will provide training and technical assistance to the existing and emerging Children’s Advocacy Centers in the Chapter’s coverage area to the maximum extent possible.

Criteria:

Essential Components

- A. The Chapter is engaged in coordinating training and technical assistance, specific to CAC practice and standards development, based on capacity.
- B. The Chapter can demonstrate their training and technical assistance efforts have been coordinated with their RCAC.
- C. The Chapter’s training and technical assistance materials are consistent with the mission of NCA.

Rated Criteria

- D. The Chapter has a defined mentoring program(s).
- E. The Chapter provides annual training opportunities for members.
- F. The Chapter provides technical assistance as requested.
- G. The Chapter has provided NCA with a relevant executed training and technical assistance plan between the Chapter and their RCAC.