

Membership Contract (version 10.1)

Madison Community Cooperative



Parties: This Membership Contract sets forth the agreement made by and among the following parties:

Madison Community Cooperative (MCC): MCC is a Wisconsin cooperative with principal offices at 1202 Williamson St., Ste. 106 / Madison, WI 53703. MCC is the legal owner and/or manager of the cooperative house named below and is the party upon whom to serve legal notices.

Member:

New Member (have never lived in MCC) **Continuing Member** (currently live in MCC) **Returning Member** (previously lived in MCC)

FULL LEGAL NAME	EMERGENCY CONTACT NAME
SOCIAL SECURITY, PASSPORT, OR U.S. DRIVER'S LICENSE NUMBER	EMERGENCY CONTACT RELATIONSHIP
BIRTH DATE	EMERGENCY CONTACT PHONE NUMBER
PREVIOUS STREET ADDRESS	EMERGENCY CONTACT STREET ADDRESS
PREVIOUS CONTACT CITY/STATE/ZIP	EMERGENCY CONTACT CITY/STATE/ZIP
MEMBER'S PERSONAL PHONE () -	MEMBER'S PERSONAL EMAIL

Cooperative House (House):

HOUSE NAME	HOUSE ADDRESS
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Delegation of MCC Functions: MCC delegates to the above cooperative house, and the house assumes responsibility for, certain of MCC's functions. See the attached Schedule of Relations, which is incorporated herein by reference.

Term and Description: MCC agrees to provide living accommodations in the room specified below, located at the cooperative house specified above, to be used and occupied by the Member for residential purposes only for the term specified below, unless sooner terminated as hereinafter provided. The rent for this room shall be the amount specified below, and is due to the House (Accounts Receivable) Treasurer by the first (1st) day of each billing month. The Member must amend this contract to change rooms, but will still be held liable for the rent for this room until this contract is so amended. During the period of the contract, rent may be raised by up to 8%, and the contract shall remain in full force. In the event of a rent increase greater than 8%, MCC/House must give Member notice at least 14 days before a regular rent payment is due. On the date that rent is due, Member must either pay rent at the increased rate or pay at the old rate and give the House 28 days written notice prior to when rent is due that Member will terminate occupancy.

Period One (Automatic)	START DATE	MONTH	DAY	YEAR	END DATE	MONTH	DAY	YEAR	ROOM NUMBER	MONTHLY RENT
		/	/			/	/			\$
Period Two (If Applicable)	START DATE	MONTH	DAY	YEAR	END DATE	MONTH	DAY	YEAR	ROOM NUMBER	MONTHLY RENT
		/	/			/	/			\$

Signature of Parties to the Contract: By signing this contract, the Member and MCC/House agree: to abide by all conditions, covenants, terms and promises contained herein, on the reverse side, in the attached sections, Additional Obligations and Covenants, and attached Schedules, MCC policies and House policies; that the Member has received a copy of this Contract, assigned schedules and policies, has read the same; and that all blanks in this Contract have been filled in.

Member	SIGNATURE	DATE	MONTH	DAY	YEAR
			/	/	
House Membership Coordinator	SIGNATURE	DATE	MONTH	DAY	YEAR
			/	/	
MCC Member Services Coordinator	SIGNATURE	DATE	MONTH	DAY	YEAR
			/	/	

Additional Charges: The values recording in the boxes below are described in the membership section of this contract.

SECURITY DEPOSIT	HOUSE DEPOSIT	MCC MEMBERSHIP FEE	NASCO MEMBERSHIP FEE	MONTHLY FOOD CHARGES
\$	\$	\$	\$	\$

Non-Standard Rental Provision: MCC/House may assess financial penalties and deduct from Member's security deposit for failure to perform workjobs and attend house meetings. Additionally, Member agrees to pay additional fees not expressly included in room charges according to house policy and house budgets in conjunction with, and on the same timely manner as, room charges. This provision refers to items such as, but not limited to, all food co-op charges, fees for parking, long-distance phone services, sauna use, late charges on payments if applicable, washer/dryer use, and guest fees. Outstanding balance due may be deducted from Member's security deposit. By initialing below, Member agrees to the terms of this non-standard rental provision.

MEMBER INITIALS

STAFF CODES					
_____ DT-REC	_____ MN-COM	_____ SD-PD	_____ SIG-OFF	_____ CON-YR	
_____ DT-COM	_____ INC-COM	_____ MCC-PD	_____ ENT-DB	_____ HS-NM	
_____ DT-RET	_____ LD-COM	_____ NAS-PD	_____ RCT-NU	_____ RM-NU	

Membership:

Security Deposit & House Deposit: The member shall deposit with MCC and House the amounts specified in the Additional Charges section above, to be held in special accounts, for the security of the full and faithful performance and observance by the member of the terms and conditions of this contract. MCC/house may use, apply, or retain the whole or any part of this deposit for the payment of any charges due according to this contract or for reimbursement to MCC/house for any damages to premises or Property caused by the member or member's guests, as per MCC/house policy. Interest earned on the Member Deposit held by MCC will be disbursed to the Member in the form of reduced charges to the House throughout the year. The MCC member deposit or an accounting of charges against the deposit will be refunded to the member by the house within 21 days of termination of the contract and restoration of possession to MCC/house.

MCC Membership Fee & NASCO Membership Fee: Any member who has not previously executed a membership contract with MCC shall upon execution of this contract pay a lifetime non-refundable membership fee in the amount specified in the Additional Charges section above as the member's contribution to the MCC Development Fund, money used for starting new co-op houses. Excluding summer-only contracts, any Member not previously a member of NASCO (North American Students of Co-operation) and not a member of MCC before June 1, 1986 shall pay to MCC a one-time non-refundable fee for membership in NASCO for the amount specified above in the Additional Charges section.

Monthly Food Charges: The member agrees to subscribe to join the food co-op of the House and to pay the amount specified in the Additional Charges section above to the House (Accounts Receivable) Treasurer by the first (1st) day of each billing month. During the period of the contract, food charges may be raise by up to 8%, and the contract shall remain in full force. In the event of a food charge increase greater than 8%, MCC/House must give Member notice at least 14 days before a regular food charge payment is due. On the date that food charge payment is due, Member must either pay food charges at the increased rate or pay at the old rate and give the House 28 days written notice prior to when food charge payments are due that Member will terminate occupancy.

Guaranty: Minors and persons with guaranteed payment plans, which constitute amendments to this contract, must have guarantors. Such guarantors must sign appropriate legal documentation whereby they guarantee to MCC the full performance and observance of all the agreements and conditions contained in this contract, including the punctual payment of all room charges, food co-op payments, long-distance telephone charges, damages, and workjob compensation payments.

Additional Obligations and Covenants:

Security and Limitations on Right of Entry: MCC/house shall provide a working lock for the room of each Member, and shall maintain duplicate keys for each lock at all times, to be kept in a secure location. The Member, in return, agrees to observe all security measures deemed necessary by MCC/house and the Member shall be fully liable for any actions taken by a guest of the member. The member agrees to return all keys to the house at termination of the contract. MCC/house shall not enter a member's room without permission except at any reasonable time as long as member has been given at least 24 hours advance written notice.

Grievances: If a member believes MCC/house has failed to perform its obligations under this contract, such member shall first take actions delineated by the MCC bylaws and policies. Taking such steps must precede any other relief from MCC/house default.

Liability and Indemnity: MCC shall not be responsible, except through direct acts of negligence or omission, for injury, loss or damage to a member's person or property and member expressly waives any such claim against MCC/house. Member shall be solely responsible for obtaining insurance on his/her person and/or property.

Vacating by Member: If the member vacates the premises prior to the expiration of this contract, then the member shall be liable for all room charges until a suitable substitute can be found. MCC/house shall make reasonable effort to find a suitable substitute, but shall not be responsible for failure of reasonable efforts to succeed in locating a suitable substitute. For failure to succeed in finding a suitable substitute MCC/house shall retain the membership deposit in whole or in part as needed to make up for losses due to the resulting vacancy.

Default: In the event the member is in default under this contract, and such default is not cured within five days after written notice to correct the default has been given by MCC/house to the member, then MCC/house has the right to terminate the member's occupancy and the member shall peacefully surrender the premises to MCC/house. No such termination of this contract by MCC/house shall relieve the member of the member's liability and obligations under this contract, and such liability and obligations shall survive any such termination. Default on the part of the member shall include, but is not limited to the following: 1) Delinquency in the due and punctual payment of any room charges or other payment required herein. 2) Inability or refusal on the part of the member to adjust to the concepts and requirements of living in a cooperative housing environment, as outlined in the attached Schedule of MCC/house/member Relations. 3) Violation of any of the rules and policies governing MCC/house.

Severability and Modification: If any of the terms of this contract conflict with any Wisconsin state law, then such terms shall be deemed void insofar as they may be in conflict therewith and shall be deemed modified to conform to such law, and in any event shall not render the remainder of this contract invalid.

Policies and Rules: The member agrees to comply with all policies and rules made by MCC/house. Any alterations, additions and modifications to such policies or rules as may from time to time be made by MCC/house shall likewise be considered a part of this contract with the same force and effect as though written herein.

Assignment/Subletting: The member shall not assign this contract or sublet the whole or any part of the Premises. Any termination of this Contract initiated by the Member must be according to MCC/House policy, and approved by the House and MCC.

Time of Essence: When the terms and conditions of this contract imply a deadline, and the member fails to meet such deadlines, the member is liable for any consequences of missing those deadlines.

Waiver: The failure of MCC/house to insist upon a strict performance of any term or condition of this contract or to exercise any right herein conferred in any one or more instances shall not be deemed a waiver or relinquishment of any right or remedy that MCC/House may have, and shall not be deemed a waiver of any subsequent breach of such term.

Quiet Possession: When the terms and conditions of this contract have been met by the member, the member may have, hold and enjoy the premises stipulated in this contract.

Schedule of Relations in MCC

All Parties Agree To:

- Act together in providing a cooperative, non-violent, and non-discriminatory living atmosphere.
- Conserve energy and strive for environmental responsibility.
- Abide by MCC Bylaws and Policies. (These are available online at www.madisoncommunity.coop.)

Each Member Agrees To:

- Pay rent on time.
- Attend House meetings.
- Attend MCC Membership Meetings.
- Perform House-assigned labor (workjobs).
- Maintain the original condition of contracted rooms—normal wear and tear excepted—and not cause any damages to other House or MCC property.
- Be fully responsible for the actions of and damages caused by visitors and guests.
- Vacate House and MCC premises upon contract termination or when the House or MCC decides there are irreconcilable differences with the Member.
- Not create disturbing or excessive noise.
- Take care of pets.
- Avoid offensive or disrespectful behavior.
- Abide by House policies.

Each House Agrees To:

- Pay equalized MCC costs.
- Perform minor maintenance and keep the house clean.
- Advertise for, screen, and accept new members.
- Assign rooms to members.
- Release members from membership contracts whenever appropriate, conditional upon approval by the Individual Issues Committee.
- Be responsible for costs incurred by vacancies.
- Collect contracts, fees, and deposits, and deliver them to the MCC office, or assign members to perform these functions.
- Collect member payments.
- Complete and submit monthly Treasurer's Reports and submit them on time.
- Furnish basic utilities, except private long distance telephone service.
- Provide members with working room door locks.
- Provide representatives to serve on the MCC Board and its committees.
- Have a clear and legal procedure made known to the members for determining whether a member is in default and how to initiate default proceedings.
- Return the value of security deposits to members in a timely manner.

Each Agent (Directors of the Board, Officers of the Board, Committees of the Board, and Staff) Agrees To:

- Pay for major maintenance.
- Advertise for new members.
- Hold member deposits and contracts.
- Make house mortgage, insurance, and tax payments, refinancing as necessary.
- Provide training and education for members about MCC and co-ops.
- Purchase and develop new co-ops as needed or desired by the membership.
- Intervene and fulfill any House agreements or responsibilities, at the expense of the House, when the House is not fulfilling them, for as long as needed and no longer.

Please initial below:

_____ I have read the above Schedule or Relations and agree to abide by it during my tenure with MCC.

Lead Disclosure-PLACEHOLDER

This document is a placeholder to remind you that before submitting this contract you must also fill out the “**Lead Disclosure Supplement**” relevant to your particular coop house **and attach it to this contract.** Your contract will not be processed until this supplement is attached.

The Lead Disclosure Supplement for your house can be obtained from either your house’s **Membership Coordinator** or the **MCC Member Services Coordinator**.

The reason the Lead Disclosure Supplement does not appear here is that some MCC coop houses have supplements that are unique to their house.

Please initial below:

_____ I have properly filled out the Lead Disclosure Supplement relevant to my coop house and attached it to this contract

Smoke Alarm Disclosure

Madison General Ordinance (MGO) 34.42 (3) Maintenance of Smoke Alarms establishes the following requirements for property owners and tenants relative to the maintenance of smoke alarms:

1) The owner of any residential building shall:

- a) Replace the battery for a secondary power supply in all smoke alarms each time the lease is renewed or once each year, whichever time period is shorter, or as recommended by the manufacturer.
- b) Replace the batteries in any smoke alarm whenever the battery is insufficient or unable to power the smoke alarm.
- c) Replace non-operational, damaged, or missing smoke alarms with smoke alarms meeting the requirements of MGO 34.42 (2)(a).
- d) Provide all tenants with the manufacturer's maintenance and testing instructions.
- e) Upon each new lease and at least once every 12 months for every continuing tenant, provide tenants with fire safety educational materials as prescribed by the Fire Chief. Materials are available at www.madisonfire.org.
- f) Upon each new lease and once every 12 months for every continuing tenant, complete and sign this document as prescribed in MGO 32.06(4).

2) The tenant shall be responsible for:

- a) Maintaining and testing, in accordance with the manufacturer's instructions, smoke alarms that are within the dwelling unit during the term of the tenancy.
 - b) Notifying the owner in writing if a smoke alarm becomes inoperable. The owner shall have five days from receipt of such written notice to repair and replace the inoperable alarm(s). Any smoke alarms which are powered with standard batteries which are found to be inoperable shall be replaced by the owner with smoke alarms meeting the requirements of MGO 34.42 (2)(a).
 - c) Completing and signing this document as prescribed in MGO 32.06(4).
- 3) No person, including tenants or occupants, shall tamper with, remove, alter, damage or otherwise render any smoke alarm inoperable (MGO 34.26).
- 4) Where smoke alarms powered solely by commercial light and power have been installed and maintained in accordance with this chapter, such smoke alarms shall continue to be used and maintained in accordance with the manufacturer's instructions.
- 5) No smoke alarm may remain in service for more than ten years unless the manufacturer specifies a different service life.

ANY PERSON WHO VIOLATES ANY PROVISION OF SEC. 34.26 SHALL BE SUBJECT TO MAXIMUM FORFEITURE OF \$172 FOR THE FIRST VIOLATION.

NO DWELLING UNIT OR PREMISES MAY BE OCCUPIED, USED, OR RENTED WHICH DOES NOT COMPLY WITH THIS ORDINANCE.

MCC Member (TENANT)

By signing this I state that I have read this document and understand:

- 1. That the required alarms are installed and operating in accordance with this section.
- 2. It is a violation to tamper with, remove, alter, damage or otherwise render any smoke alarm inoperable.
- 3. My responsibilities for the maintenance and testing of smoke alarms as outlined in MGO 34.42.
- 4. The penalties for rendering smoke alarms inoperable or otherwise affecting the performance of the alarm.

Tenant Name: _____ Signature: _____ Date: _____

MCC Member Services Coordinator(OWNER AGENT)

By signing this I state that I have read this document and understand:

- 1. That the required alarms are installed and operating in accordance with this section.
- 2. It is a violation to tamper with, remove, alter, damage or otherwise render any smoke alarm inoperable.
- 3. My responsibilities for the installation of smoke alarms as outlined in MGO 34.42.
- 4. The penalties for rendering smoke alarms inoperable or otherwise affecting the performance of the alarm.

Owner Agent: _____ Signature: _____ Date: _____

Questions concerning placement and maintenance of smoke alarms should be directed to the Fire Prevention Unit of the Madison Fire Department at (608) 266-4484.

Income Disclosure Form- REQUIRED

(Updated December 2010)

Why does MCC ask for information about member income levels?

As a 501c(3) nonprofit organization MCC does not pay federal/state income taxes or state sales taxes. Additionally, instead of paying full property taxes to the City of Madison we pay what is called a Payment in Lieu of Taxes (also known as a PILOT). **MCC pays this reduced amount because we are both a not-for-profit organization and because we have a benevolent mission.** This arrangement was codified in a settlement we signed with the City in 1999. Part of that settlement requires us to continue using an income disclosure form to track MCC's success at providing housing for people and families with low and moderate incomes.

How is MCC a benevolent organization?

MCC's mission statement is to **"improve the Madison community by providing low cost, not-for-profit cooperative housing for very low to moderate income people and to be inclusive of underrepresented and marginalized groups of the community."** MCC strives to fulfill this mission not only by providing affordable *housing* but also by making low-cost food, education, skills training, and child-care available to its members. Additionally, MCC has internal processes for resolving financial and interpersonal difficulties before pursuing eviction.

How will this information be used?

Your answer to the following question will remain **strictly confidential**. No further attempts to collect verification of your income will occur. This form will be filed separately from your contract and will be used only for the purposes of satisfying an audit by the IRS or the City of Madison confirming MCC's eligibility for tax-exempt status.

How should I fill out this form?

1.) First, you must decide for the purposes of this form how big your **"household"** is.

If you are 18 or older:

Household means yourself plus your partner/children *if* any of those individuals live with you in the same coop house. **Do not** count parents or siblings as part of your household no matter where they live (even if you are listed as a dependent on your parents' tax returns) **unless you** are the legal guardian of one of those individuals and they live with you at the same coop.

If you are under 18:

Household means yourself plus your partner/children *or* your parents/siblings *if* any of those individuals live with you in the same coop house. Your household size is not affected by whether or not you are listed as a dependent on your parents' tax returns.

2.) Next, add up the **total income** your *household* made in the most recently completed calendar year. See the description below for exactly what counts as "income" for the purposes of this form. Please note that you must count **"regular support from parents or relatives"** as part of your income. However you **do not** need to count support you receive for **tuition payments**, no matter what the source of that support is (you **do** need to count support you receive for school expenses outside of tuition including housing, food, books etc. no matter what the source of that support is).

3.) Finally, **check the box** next to the monetary range your household's income falls in.

For more information about filling out this form please contact the MCC Member Services Coordinator.

Please fill-in the following information:

In the most recent completed calendar year, my individual/household income, including total wages, salaries, bonuses, commissions, net income from self employment, tips, interest, dividends, investments, other income, pensions, retirement benefits, child support, alimony, W2 payments, social security, disability payments, unemployment compensation, total grants, worker's compensation, veterans payments, and continuous and regular support from parents or relatives was (check one box in the appropriate column below):

<u>One Person Household</u>	<u>Two Person Household</u>	<u>Three Person Household</u>	<u>Four Person Household</u>	<u>Five Person Household</u>
<input type="checkbox"/> More than \$44,800	<input type="checkbox"/> More than \$51,200	<input type="checkbox"/> More than \$57,600	<input type="checkbox"/> More than \$64,000	<input type="checkbox"/> More than \$69,100
<input type="checkbox"/> \$28,000 to \$44,800	<input type="checkbox"/> \$32,000 to \$51,200	<input type="checkbox"/> \$36,000 to \$57,600	<input type="checkbox"/> \$40,000 to \$64,000	<input type="checkbox"/> \$43,200 to \$69,100
<input type="checkbox"/> Less than \$28,000	<input type="checkbox"/> Less than \$32,000	<input type="checkbox"/> Less than \$36,000	<input type="checkbox"/> Less than \$40,000	<input type="checkbox"/> Less than \$43,200

Note that household income ranges are 80% and 50% of the City of Madison median income as calculated by HUD in 2010.

By signing this form, I swear and affirm, under penalty of perjury, that this information is true and correct to the best of my knowledge.

PRINT FULL NAME	SIGNATURE	DATE	MONTH	DAY	YEAR	FOR MEMBERSHIP CONTRACT YEAR
				/	/	20____-20____

Membership Survey

(Updated December 2010)

Note: Do not fill out this survey if you have already filled one out (even a previous version) for the contract year this contract is for. Contract years start on August 15th and run through August 14th of the following calendar year.

What is this survey for?

An important part of MCC's mission is to be "inclusive of underrepresented and marginalized groups of the community." One way to track **how well we as a co-op are fulfilling this part of our mission** is to collect demographic data about the MCC membership. Additionally, this data can be extremely beneficial when MCC **applies for grants and low-interest loans**. This type of outside financial support often plays a crucial role in helping the co-op buy new properties, take on major maintenance projects, and pursue innovative programming.

How will the information on this survey be kept confidential?

Your responses to this survey will be held **strictly confidential** and this form will be **permanently separated from the rest of your contract** before it is processed. To further protect your identity, this survey will not be used to compile data about an individual house. This all means that no one will ever be able to tell which individual filled out which survey.

1.) How did you first learn about MCC?

- Current or former member Flyer NASCO Student Housing Fair Communities Directory
 Visited an MCC house MCC website UW-Housing website Craigslist Other _____

2.) Please numerically rank your top three reasons for moving into an MCC house

- ___ Affordable rent ___ Safe space for marginalized groups ___ Location ___ Other _____
___ Community atmosphere ___ Interested in cooperative economic models ___ Other _____ ___ Other _____

3.) Have you ever lived in any of the following types of co-ops before moving into MCC?

- Group-living rental co-op Apartment-style rental co-op
 Group-living shared equity co-op Apartment-style shared equity co-op

4.) Before moving to MCC, where was your last residence?

- Madison US city outside of Wisconsin
 Other Wisconsin city City outside of the US

5.) How much did your last residence cost?

\$ _____/month

6.) Around what time of year did you/will you move-in to MCC

- August 15th June 1st
 January 1st Other _____

7.) What year did/will you move into MCC?: _____

8.) This will be my _____ year in MCC (not necessarily continuous)

9.) What is your approximate pre-tax annual income?

- < \$10,000 \$20,000-\$29,000 \$40,000-\$49,000 \$60,000-\$69,000 \$80,000-\$89,000 > \$100,000
 \$10,000-\$19,000 \$30,000-\$39,000 \$50,000-\$59,000 \$70,000-\$79,000 \$90,000-99,000

10.) Do you currently have health insurance?

- Yes No, but desire coverage
 Yes, but limited coverage I consider inadequate No, but don't desire coverage

11.) Do any of your relatives help you out financially?

- No Yes, they help me with tuition/school expenses
 Yes, they help me with living expenses Yes, they help me with health insurance expenses

12.) What socioeconomic class was your family a part of during your childhood?

Class is a complex combination of many factors including parental education/occupation, family income level, and cultural background. For this question each term is followed by some guidelines outlining how many sociologists define different classes.

- Lower class (Parents had less than a high school education; held low-wage hourly jobs or no job)
 Working class (Parents had H.S. education; were blue collar or clerical hourly wage earners making \$16-34K on avg.)
 Middle class (Parents had 2 or 4 year degree; often small business owners, sales reps, craftsmen etc. making \$35-75K)
 Upper-middle class (Parents had grad/prof deg.; were salaried white collar workers in management, medicine, law etc., \$76-150K)
 Upper class (Parents had college/advanced degrees from elite institutions; were high level executives, investors, large business owners etc. usually with incomes of \$200K+ in addition to net worth's of \$1million+)

Continued on the next page =>

13.) What socioeconomic class do you identify with now?

- Lower class Middle class Upper class
 Working class Upper-middle class

14.) What socioeconomic class do you expect to identify with in the future?

- Lower class Middle class Upper class
 Working class Upper-middle class

Please check any of the following boxes that describe you:

15.) Race

- Black
 Asian/Pacific Islander
 Native American
 White
 Latina/Latino
 Person of Color
 Biracial
 Other _____

16.) Biological Sex

- Male
 Female
 Intersex
 Trans-sexual

17.) Gender Identity

- Masculine
 Feminine
 Transgendered

18.) Sexual Orientation

- Lesbian/Gay
 Bisexual
 Pansexual
 Heterosexual

19.) Disability Status

- No Disability
 Physical or Mental Disability or Mental Illness

20.) Marital Status

- Currently married/in a civil union/domestic partnership
 Previously married/in a civil union/domestic partnership
 Never been married/in a civil union/domestic partnership

21.) Parental Status

- Currently raising child/children
 Previously raised child/children
 Have never raised child/children

22.) Paid Employment

- Over 35 hours per week
 20 to 34 hours per week
 Under 20 hours per week
 Number of work hours vary
 Unemployed
 Do not have, but desire over 35 hours per week

23.) Citizenship

- International Person
 United States Citizen
 Dual Citizen (U.S. and International)

24.) Student Status

- Non-student
 Part-time student
 Full-time student

25.) Student Type

- Undergraduate student
 Graduate student
 Professional Student

26.) How old are you?

Community Services Trust Fund Form

(Updated December 2010)

What is the Community Services Trust Fund (CSTF)?

One of the core international cooperative principles is **“Concern for Community.”** A major way MCC strives to fulfill this principle is by running a member **“chip”** program. MCC members who **opt-in** to this program have their rent increased by a few dollars a month with the understanding that this money will go to an organization that shares MCC’s values and is doing important work in the broader community.

Contributions from the members who opt-in are pooled into something called the Community Services Trust Fund, a budget category that is kept completely separate from regular MCC and co-op house operating expenses. **To decide how to allocate the CSTF** the MCC Membership Committee puts out calls for **grant applications** each spring. Of the applications received, the committee usually selects between two and four organizations to donate a portion of the fund to. Since every house sends a representative to the Membership Committee, every MCC member has a voice in how the fund is spent. *For more information on how to apply for the CSTF please contact the MCC Membership Officer.*

Past CSTF recipients over the past three years include:

Freedom INC, Market Basket Program, Operation Welcome Home, South Madison Farmer's Market, Tenant Resource Center, Union de Trabajadores Inmigrantes, Wisconsin Books to Prisoners, Worker's Rights Center, YWCA.

How do I opt-in to the CSTF?

Simply fill out this form! Your monthly rent charge will then automatically be increased, meaning there are no extra steps you will have to take to contribute. You may stop being billed at any time by indicating in writing to your house’s accounts-receivable treasurer that you wish to cancel this arrangement. Additionally, you will no longer be billed once your membership contract terminates.

I signed up for the CSTF last year. Do I need to fill out this form again to continue donating?

Yes! If you renew your membership with MCC you **must also renew your CSTF contribution agreement** (by filling out this form) for your contributions to continue. This agreement is not intended to prevent you from contributing to the CSTF in another manner.

To “chip-in” to the CSTF with an increased monthly rent payment please check one of the boxes below:

- YES! Please bill me \$5 per month for a total of \$60 per year for the Community Services Trust Fund.
- YES! Please bill me \$2 per month for a total of \$24 per year for the Community Services Trust Fund.
- YES! Please bill me _____ per month for a total of _____ per year for the Community Services Trust Fund.

Required Information:

(If you do not wish to contribute **do not** fill out the following boxes)

PRINT FULL MEMBER NAME	SIGNATURE OF MEMBER	DATE	MONTH	DAY	YEAR			
			/	/				
HOUSE NAME	CONTRACT START DATE	MONTH	DAY	YEAR	CONTRACT END DATE	MONTH	DAY	YEAR
		/	/			/	/	

Lead Disclosure-GENERAL SUPPLEMENT

Disclosure of Information on Lead-Based Paint and/or Lead-Based Paint Hazards

Madison Community Cooperative

Lead Warning Statement:

Housing built before 1978 may contain lead-based paint. Lead from paint, paint chips, and dust can pose health hazards if not managed properly. Lead exposure is especially harmful to young children and pregnant women. Before renting pre-1978 housing, lessors must disclose the presence of known lead-based paint and/or lead-based paint hazards in the dwelling. Lessees must also receive a federally approved pamphlet on lead poisoning prevention.

Lessor's (MCC's) Disclosure:

- (a) A presence of lead-based paint and/or lead-based paint hazards (check (i) or (ii) below):
 - (i) _____ Known lead-based paint and/or lead-based paint hazards are present in the housing (explain).
 - (ii) Lessor (MCC) has no knowledge of lead-based paint and/or lead based paint hazards in the housing.

- (b) Records and reports available to MCC (check (i) or (ii) below):
 - (i) _____ MCC has provided me with all available records and reports pertaining to lead-based paint and/or lead-based paint hazards in the housing (attached).
 - (ii) MCC has no reports or records pertaining to lead-based paint and/or lead-based paint hazards in the housing.

Member's Acknowledgement (please initial below). For resident members of co-op houses:

- (c) _____ I have received copies of all information listed above.
- (d) _____ I have the pamphlet Protect Your Family from Lead in Your Home.

Certification of Accuracy: The following parties have reviewed the information above and certify, to the best of their knowledge, that the information they have provided is true and accurate.

NAME OF MEMBER	SIGNATURE OF MEMBER	DATE	MONTH	DAY	YEAR
			/	/	
NAME OF MCC AGENT	SIGNATURE OF MCC AGENT	DATE	MONTH	DAY	YEAR
			/	/	

