



**Montana Nonprofit
Association**

UPDATED: 5/11/2022

UPDATED 9/15/2022

MNA values our members' and community-wide health and safety. As the COVID-19 pandemic continues, we will do our best to gather safely. To this end, we have several protocols to keep event attendees safe at MNA hosted events*. This protocol will be updated based on [current guidance from the Centers for Disease Control](#) (CDC).

1. 3-5 days prior to an event, MNA staff and attendees will be encouraged to take a COVID-19 Test, and then limit contact as much as possible before traveling to the event.
2. 48 hours prior to the event, MNA will review the following threshold to determine transmission prevention steps for the event:
 - a. [COVID-19 Community Level](#): A combination of county level hospital admission rates, percent of inpatient beds occupied by COVID-19 patients, and number of new cases.
 - i. **HIGH Community Level:**
 1. All attendees will be asked to wear a mask at the event.
 2. Those at high risk of getting very sick should consider limiting public exposure.
 - ii. **MEDIUM Community Level:**
 1. Masks are recommended for those at risk of getting very sick.
 - iii. **LOW Community Level:**
 1. Masks are encouraged for those at risk of getting very sick.
3. On **each** day of the event, MNA staff and attendees will be encouraged to take a second COVID-19 test before attending the event. If staff, attendees, or presenters test positive for COVID-19 or experience any [symptoms](#) they will be asked to stay away from the event.
4. If during an event, staff, attendees, or presenters test positive for COVID-19, those individuals will be asked to leave the event. Any [close contacts](#) of that individual – defined as being within 6 feet of that person for more than 15 minutes in the last 24 hours – will be notified of their exposure. Close contacts are not required to leave the event but will be accommodated to attend the event virtually should they choose.
5. At all times at all events, MNA staff and attendees are asked to follow baseline health hygiene tactics, including frequent hand washing and use of hand sanitizer, covering

mouth and nose when coughing or sneezing, and regular disinfection of high-touch surfaces.

6. MNA will offer full refunds to any individuals who are unable to attend due to COVID-19. Contact the MNA office, mna@mtnonprofit.org or 406-449-3717 to let us know and process your refund.
7. If individuals test positive for COVID-19 within 48 hours (or 2 days) after an event, they will be asked to contact mna@mtnonprofit.org so that we may do our best to follow up and stop the spread.

*MNA hosted events are events hosted by MNA, open to the public, requiring registration