How to Apply for Nonprofit (NFP) Status for Microsoft

A Comprehensive Guide

Applying for nonprofit (NFP) status for Microsoft tenancies is a crucial step for resellers who work with nonprofit organisations. This status allows nonprofits to access special pricing, offers, and services that Microsoft provides exclusively to NFPs. This document provides a detailed guide on the application process for resellers aiming to secure NFP status for their clients.

Understanding NFP Status

Before diving into the application process, it is important to understand what NFP status entails. Microsoft offers discounted or donated services to eligible nonprofit organizations. These services include Office 365, Microsoft 365, Azure, and other Microsoft products. The NFP status helps nonprofits leverage these technologies to improve their operations and better serve their communities.

Eligibility Criteria

To qualify for NFP status, an organization must:

- Be a nonprofit or non-governmental organization with recognized legal status in their respective country.
- Have a mission to benefit the local community, which can include areas like education, social services, environmental protection, and more.
- Not have a discriminatory policy in place.

Step-by-Step Application Process

Here is a step-by-step guide on how a reseller can apply for NFP status for Microsoft tenancies:

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Step 1: Verify Eligibility

The first step is to verify that the nonprofit organization meets Microsoft's eligibility criteria. This can be done by visiting the Microsoft Nonprofits webpage and reviewing the detailed eligibility requirements. https://nonprofit.microsoft.com/en-us/getting-started

Step 2: Create a Microsoft Account/Convert Existing Account

If the nonprofit organisation does not already have a Microsoft account, create one through the Microsoft Nonprofits webpage. This account will be used to submit the application and manage the nonprofit's Microsoft services.

If you already have a Microsoft account for your NFP end user, please use this link to convert the account to NFP and completed the details: https://signup.nonprofit.microsoft.com/en-us/welcome-policies

Step 3: Await Verification

After submitting the application, Microsoft will review the provided information and documentation. The verification process can take several business days (approx. 1-3). During this period, Microsoft might contact the nonprofit for additional information or clarification.

Step 4: Confirmation and Activation

Once the application is approved, the nonprofit will receive a confirmation email from Microsoft. The reseller can then proceed to activate the NFP status for the client's Microsoft tenancy. This activation involves assigning the appropriate licenses and configuring the services to align with the nonprofit's needs.

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