



EAA Membership Policy & Guidelines

1. Criteria for membership

Membership is open to Christian churches, church-related organizations and Christian organizations subject to the approval of the Board of Directors of the Ecumenical Advocacy Alliance. Prospective members are expected to subscribe to the Guiding Principles for Action and to the EAA Statutes of Association. The EAA does not offer individual membership (**Statutes, Art. 3**).

2. Application procedure

Christian churches, church-related organizations and Christian organizations may apply for membership by completing and submitting the application form, which may be downloaded from the EAA website: <http://www.e-alliance.ch/en/s/about-us/join-the-alliance/apply-for-membership>. The application form may also be obtained by sending an e-mail to the Secretariat at members@e-alliance.ch. The applicant church or organization should complete the following steps:

1. Review the Guiding Principles for Action and the EAA Statutes of Association.
2. Complete and sign the application form and confirm agreement to paying the minimum annual membership fee of 900 CHF (450 CHF for less well-resourced churches and organizations from the Global South).
3. Attach the applicant's latest annual report and any other relevant background documentation or information.
4. Post the application and accompanying documents to the EAA secretariat or scan and e-mail the form and related documents to members@e-alliance.ch

Completed applications will be reviewed by the EAA Board of Directors and a decision will be communicated to the applicant within four weeks. Upon acceptance for membership, the applicant church or organization must make payment of their annual membership fee (**Statutes, Art. 3**).

3. Membership opportunities

Membership in the EAA entails, inter alia, the following opportunities and benefits:

1. The opportunity to join in collaborative advocacy for justice with other EAA member organizations representing millions of people around the world.
2. Access through the EAA to key international policy forums and processes on the EAA's focus issues.
3. Enriching and inspiring exposure to churches and related organizations engaged in active witness for justice from around the world, and opportunities for mutual accompaniment and empowerment.
4. The right to vote in the EAA's Assembly – both the annual electronic Assembly (for key administrative matters) and at the General Assembly every four years. These are key opportunities to define campaign issues and shape the governance of the EAA.
5. The right to nominate people to serve on the EAA Board of Directors, campaign Strategy Groups, and working groups.

6. Participation in regional EAA workshops for advocacy capacity strengthening.
7. Co-branding EAA publications with your own logo.
8. Access to the secure members' online workspace to review members-only documents and information.
9. Access to professional quality photo resources on the EAA's Resource Space.
10. The opportunity to place interns and volunteers with the EAA for capacity development purposes, and to further the Alliance's common campaign goals.
11. Issuing joint media announcements to enhance coverage and impact.
12. Submitting and sharing case studies and other resource materials for wider visibility.
13. Linking to the EAA website/s on key issues or actions; EAA members are profiled on the EAA website.
14. Opportunities to represent the EAA in key international policy forums or processes, which may facilitate further access and recognition for your organization.
15. Sharing exhibit space together with other EAA members at ecumenical, inter-faith and other events.
16. Co-sponsoring workshops with the EAA and other members.
17. Posting your organization's offers of employment on our website (coming soon in 2011)

4. Responsibilities of members

Members have the responsibility to participate in the work of Alliance by engaging actively in one or both campaigns and providing input and feedback to the Strategy Groups. Members are also expected to participate in local, national and international activities according to their own possibilities.

Members are requested to participate in the General Assembly that takes place every four years, where they have the responsibility to consider: the work of the EAA, future directions, finances and elections to the Board of Directors of the EAA (**Statutes, Art. 7**).

Members are expected to vote in the annual Special General Assembly to approve the audited financial statements of the EAA and to perform whatever necessary business is presented by the Board of Directors (**Statutes, Art. 7**).

Members are expected to contribute financially to the work of the EAA (**Statutes, Art. 5**), and to provide other support to the work of the Alliance, according to the need and their own possibilities.

5. Leadership roles

The Ecumenical Advocacy Alliance actively encourages members to participate and engage in the work of the Alliance. Staff or representatives of EAA members, with appropriate expertise, are invited to put forward their candidacy to serve in leadership positions on the Strategy Groups and Board of Directors.

5.1. Strategy Groups

Each Strategy Group develops and promotes implementation of a framework of action for the campaign. Staff or representatives of members can be nominated to serve on the Strategy Groups. The Board of Directors appoints the members of the Strategy Groups (**Statutes, Art. 8**).

5.2 Board of Directors

The Board of Directors serves as the governing body for the Ecumenical Advocacy Alliance in the period between General Assemblies. Staff or representatives of members can be nominated for election to the Board of Directors every four years during the General Assembly. The General Assembly elects nine members of the Board of Directors. In addition, each of the two Strategy Groups nominates one of their members to be considered

for appointment by the elected membership of the Board of Directors to serve ex officio with voice and vote (**Statutes, Art. 8**).

6. Membership Fees

Each member will pay an annual fee that is determined by the Board of Directors (**Statutes, Art. 5**). The annual membership fee is currently 900 CHF. Members from the Global South that have more limited financial resources may pay an annual membership fee of 450 CHF. Members with greater resources are expected to make a higher contribution, beyond the minimum annual membership fee, towards core funding and for specific projects.

The membership year is the calendar year, January 1 to December 31. Members are invited to pledge their membership fee and other contributions by the third-quarter of each year for the following year. Invoices for membership fees will be sent by 30 March of the following year and payment is expected by 30 June.

Membership fees can be paid by bank transfer to the bank account indicated on the membership invoice or online by credit card (Visa, Mastercard) in the secure members' area of the website of the Alliance. (link to be inserted):

Member organizations that are unable to pay the required membership fee may apply for a membership fee waiver on an annual basis.

7. Membership fee waiver policy

The Ecumenical Advocacy Alliance aims to involve a broad range of Christian churches, church-related organizations and Christian organizations in its work. It recognises that under-resourced churches and organizations from the South are keen to join the EAA and support the work of the Alliance, but may be unable to pay the required membership fee. All requests from members for membership fee waivers will be considered on the basis of the provisions of this policy.

1. Any request for a waiver of membership fees must be received by the Executive Director or Membership Officer, directly from the member or prospective member.
2. The member making the request will be contacted by the Executive Director or Membership Officer, acknowledging receipt of the request and entering into negotiations to establish whether the member is able to pay part of the required membership fees.
3. In the case of a prospective member seeking a membership fee waiver, the prospective member must complete a membership application form and provide the membership documents required, including recent financial statements as well as materials such as an annual report and mission statement, statutes, and detailed information on campaign activities.
4. The decision to waive the membership fee or to accept a reduced membership fee will be at the discretion of the Board of Directors.
5. For members who are unable to offer full payment or any payment, the possibility of the member providing 'in kind' assistance to the EAA will be explored. Examples of such assistance, in lieu of membership fee payment, could include:
 - i. Translation and promotion of EAA materials
 - ii. Organization of a local event on behalf and with the approval of the EAA, to share information on EAA's programmatic work
 - iii. Assistance in recruiting new members for the EAA
6. Members providing "in kind" assistance in lieu of membership fee payment will report on the assistance provided, and such reports will be monitored and verified by the EAA Membership Officer.
7. Any approval of waiver or reduction of minimum membership fees will be granted on an annual basis, renewable at the discretion of the Board of Directors. To apply for

renewal, the member must provide updated financial information and/or demonstrate that it has provided satisfactory 'in kind' assistance to the EAA

8. Membership renewal

Membership of the Ecumenical Advocacy Alliance is automatically renewed each year unless notice of withdrawal is given to the Secretariat at least three full months before the end of the calendar year.

9. Lapse of membership

Members who have not paid membership fees and who have not been visibly involved in EAA campaign-related action or in communication with the EAA secretariat for a period of three consecutive years (and following a final reminder letter from the secretariat) shall be considered lapsed members, and may be removed from the EAA's membership lists.

10. Sanctions

The Board of Directors has the authority to enact sanctions against members, including removal for cause (**Statutes, Art. 8**).

11. Membership Database

A database of members will be maintained to allow the maintenance of member networks and email lists, for the dissemination of information and other purposes the Board of Directors may decide.

12. Data Protection

Members of the EAA and their personnel and representatives, by virtue of joining the EAA, grant permission for the EAA to maintain, utilize and share data regarding these individuals (including religion). This data will be used solely for the purpose of advancing the aim and objectives of the Alliance (**Statutes, Art. 11**)

Geneva, June 2011.