

## GUIDELINES ON MEMBERSHIP

### Prologue

In line with the objective to have a complete list of members of CPDE, as well as inform outreach to new members, these guidelines on membership were crafted to guide constituencies in determining who is deemed a member of CPDE and the process to follow when a new member joins the platform. These guidelines are without prejudice to any membership provisions that may be instituted in the Bye Laws, still to be adopted by the platform. Once the Bye Laws are adopted and membership provisions are instituted, the membership guidelines will be attached as annex to the Bye Laws. In the meantime, these guidelines will be used for internal use to achieve the objectives mentioned above.

In the numerous available definitions and criteria of what comprises civil society organizations, the basic common factors are that CSOs are: (a) non-governmental and not for profit; and (b) espousing a common purpose for the rights and interests of a particular public sector or the whole of society. In determining if a CSO who may be considered as a member of CPDE, the principle of inclusiveness is given more weight over any doubt.

### Who are members?

1. Membership in the CSO Partnership for Development Effectiveness shall be voluntary for all civil society organisations, networks, platforms, federations, and alliances, who:
  - Share the objectives, mission, and vision of the platform;
  - Adhere to the Istanbul Principles and the CSO Key Asks on the Road to Busan;
  - Identify themselves as a member of the platform;
  - Has their membership acknowledged by CPDE; and
  - Pay the membership fee subject to item V.2 of these guidelines.
2. Civil society organisations that are members of platforms, networks, federations, alliances, or similar consortium of civil society organisations may opt to become a member separate from the consortium's membership, and will have with this the duties and responsibilities of a member separate from the consortium
3. Only active members will be allowed to participate in governance and decision-making processes.
4. CSOs who are not members are welcome to participate in select activities of CPDE.

### Membership Process

1. Members of the former BetterAid (BA) and Open Forum for CSO Development Effectiveness (OF) immediately comprise the initial membership of the CSO Partnership.
2. Outreach to other civil society organisations to expand CPDE membership is a fundamental duty of all constituencies. All interested members shall submit a Letter of Intent (LOI), or any similar communication,

either to the regional secretariat, sectoral point person/coordinator, or Global Secretariat. They can also complete the online registration at <http://csopartnership.org/join-the-partnership/>.

3. The prospective member will then be referred to the appropriate regional secretariat and sectoral focal persons for initial assessment of credibility and qualification, based on the criteria established for membership. The regional secretariat or sectoral focal person may, at their discretion, require the submission of endorsements from at least two existing CPDE members supporting the application for membership. Once the organisation meets the criteria set forth, and upon the recommendation of the regional secretariat and sectoral focal persons, it will be integrated into the platform. Focal persons update the Global Secretariat on changes in membership.
4. The membership of new CSOs needs the confirmation of the Global Council, but pending confirmation, they may engage and be treated as members. All new members will be immediately submitted by the regional and sectoral secretariats for confirmation to the Global Council.
5. Membership list will be updated annually and shared during Global Council (GC) meetings. The list will include submissions that are made at least one month before the scheduled Global Council meeting.

## **Duties and Responsibilities of Members**

1. Participate and engage in CPDE activities from the global to the national levels, where appropriate.
2. Streamline the Istanbul Principles and CSO Key Asks on the Road to Busan, and integrate them in its programmes.
3. Be an instrument to broaden the reach of the platform in policy, advocacy, and membership.
4. Contribute to the implementation of CPDE plans of action.

## **Membership Benefits**

Becoming a member of the CPDE will give a civil society organisation a voice in setting the agenda for the development effectiveness dialogue that is currently underway. CPDE:

1. Represents the members in international dialogues and processes influencing policy development and advocating for development effectiveness;
2. Represents its constituencies in the Steering Committee of the Global Partnership for Effective Development Cooperation (GPEDC), a partnership that includes government and the private sector in development dialogues;
3. Conducts trainings on research, mobilisation and knowledge training, and other capacity-building activities in the national, sub-regional, and regional levels;
4. Offers an extensive arena for networking and alliance building to CSOs;
5. Supports its constituencies in terms of resources and guidance in all activities and endeavors launched in line with CPDE's objectives.

Membership in CPDE gives the member the right to elect or be elected into CPDE positions, or to be chosen to represent CPDE in the national, sub-regional, regional, and global levels.

## Membership/Platform Contributions

1. Membership fees shall be paid by members in an amount not less than twenty U.S. Dollars (\$20). The fees shall be paid by each member of CPDE annually to their respective regional secretariats or sectoral coordinators.
2. Regions and sectors will have the authority to determine an exemption to the payment of membership fees, primarily on the basis of dire financial incapacity of organisations to pay the amount. The exemption is reviewed annually.
3. Likewise, each member may make donations or contributions in cash or in kind to the platform and this will be documented as the organisation's contribution to the platform.
4. Any collection on membership fees will accrue to the funds of the respective sector or region to which the contributing organisation belongs. Each region or sector will devise their respective process to minimise or eliminate any additional cost in the payment of membership fees.
5. Contributions other than membership fees will accrue to either the respective region or sector or to the general platform, depending on the intent of the donor or contributor.
6. Regions and Sectors will account for membership fees and donations, and clearly indicate these in their reports.

## Cessation of Membership

1. **Voluntary.** Any member may disengage from the platform by submitting a written communication to the regional or sectoral secretariats, the Global Secretariat, or the Global Council, manifesting their voluntary decision to cease membership or partnership with the CPDE. The list of disengaged members will be reported during the next GC meeting.
2. **Involuntary.** Any member who consistently and consciously acts in a manner detrimental to the objectives of the platform, inimical to the reputation of the platform, and/or deleterious to the interests of the general membership, may be removed from membership in the CPDE. A written complaint from at least one member must be submitted to the Coordination Committee, which shall observe due process and seek to resolve the issues raised. A decision by the Coordination Committee to repeal the membership of an organisation or expel an organisation will be maintained, unless a successful appeal is made to the Global Council, the highest decision-making body of the platform and whose decision is final and effective immediately.

## Contact Information

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