NDR-5.3  Associates

5.3.1  Purpose
As part of the Association’s efforts to develop and enhance its non-dues revenue and member services
programs, it offers a mechanism by which non-public organizations can participate in the Association in
a limited capacity. Through the associate support program, non-public organizations benefit the
Association’s member agencies through the products or services they provide.

5.3.2  Definition
Associates include any private agency, corporation, association, consultant, or private organization
created and operated for purposes related to the Association’s essential governmental function. Any
public agency not in the state of California may also apply to be an associate.

5.3.3  Associate Term and Renewal
Associate term with the Association is based on the calendar year, January 1 to December 31, regardless
of join date. Associate status with the Association is automatically renewed upon payment of annual
fees, which are due by January 31 of each year. There is no proration of annual associate fees. Associate
fees are nonrefundable.

5.3.4  Associate Fees
The associate fee is a flat fee established by the Board.

5.3.5  Benefits of Participation
Associates receive the following benefits:

- Five subscriptions to the Association’s monthly printed newsletter, ACWANews.
- Listings on the Association’s electronic directory for members, associates, and affiliates.
- One copy of the Association’s annual Summary of Legislation, which summarizes all enacted
  legislation the Association followed during the prior year.
- Opportunities to participate in the Association’s sponsorship levels allowing associates to
  receive special benefits and level recognition at Fall Conference.
- Access to “Member-only” content on the Association’s website, including publications, member
tools, and newsletters.
• Advantage pricing on all products, Association sponsorship and advertising, and Association-sponsored events.

• Access to “Associate” logo to highlight partnership with the Association on website, social media, and printed materials.

5.3.6 Application for Participation
Association staff may approve associate status in the Association following the official review of an application to confirm that the entity meets the criteria for associate status and upon payment of the required fees. The associate status will be renewed on a calendar basis upon payment of annual fees.

5.3.7 Termination
Associate status in the Association may be withdrawn or terminated for the reasons listed below. Withdrawal or termination of associate status ends any participation in the Association’s activities and services.

5.3.7.1 Non-Payment of Fees
Associate status in the Association may be terminated for non-payment of fees.

5.3.7.2 Associate Withdrawal
Any associate may terminate status in the Association by sending written notification of its intention to withdraw to the Association’s Sacramento office. The effective date of such termination of status will be 10 business days from receipt of the termination notice. Annual fees already paid will not be refunded.

5.3.7.3 Interests of the Association
The Association may terminate the status of any associate upon 30 days’ written notice when it is determined that continuance of such relationship would not be in the best interest of the Association.

References:
Previous Board Policy F.2; Section 115 Guidelines and Application to Proposed Business Development Activities Memorandum from Best Best & Krieger dated April 21, 2015.

See Administrative Procedure: To be determined.

Revision History:

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<tr>
<td>9/28/2018</td>
<td>Initial Release</td>
<td>ACWA Staff and Governance Workgroup</td>
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