

# Application for Membership



## Engineers Without Borders – International (EWB-I)

Thank you for your interest in joining EWB-International. EWB-I serves as a platform to facilitate links and coordinate collaborations between its member groups (hereinafter referred to as EWB and its translations) and also with other humanitarian organizations, and funding agencies. EWB-I member groups and EWB-I partner organizations share a similar mission, which is to work with disadvantaged communities to improve their quality of life through education and implementation of sustainable projects. EWB-I member groups contribute with their partner organizations to help meet the UN *Millennium Development Goals* through capacity building. EWB-I member groups also endorse the Universal Declaration of Human Rights.

Projects conducted by individual EWB/ISF member groups are grassroots and small and are not usually addressed by in-country consulting firms. *It is a matter of policy that prior to taking on projects, EWB-I member groups make sure that they are not competing with private engineering firms.*

There are three categories of membership.

- (i) **Member**: To qualify for Member status, a EWB group must be incorporated in its country as a non-profit voluntary organization. It must be well-established and have a verifiable track record of active projects and a sizable and diversified body of members and chapters. It must show good project management and accounting. The group must have an active interest in participating in the EWB-I platform of coordination, collaboration, and mutual partnerships. It must share the vision and mission of EWB-I. The group must be in position to show that it is the only EWB group incorporated with a national status in its region or that it is part of a coalition of EWB groups in its region having a similar status. The group must show that it has had collaborative work and partnership with other established groups in its country or abroad.
- (ii) **Provisional Member**: This category covers EWB groups that are well underway in establishing their organization, but still lack a few important elements in their organization and/or programs. A Provisional Member group must share the vision and mission of EWB-I. It must show a plan to build up its membership and carry out projects to support sustainable community development. A Provisional Member group must be registered as non-profit voluntary organization in its own country. It must be in position to show that it is the only EWB group incorporated with a national status in its region or that it is part of a coalition of EWB groups in its region having a similar status. Provisional Member groups will receive assistance and mentoring from other Member groups of EWB-I, subject to available resources.

- (iii) **Start-Up Organization.** This category covers groups who want to start a EWB organization within their country but are in the conceptual stages of development. Start-Up organizations shall submit a letter to EWB-I expressing an interest in forming a country EWB. EWB-I will note their interest and provide written guidance on what they must do in order to become a EWB-I member. A Start-Up organization will receive assistance and mentoring from Member groups of EWB-I, subject to available resources. All start-up groups must share the vision and mission of EWB-I.

## Application Form for Membership

- I. **In order to better know you, we ask that you complete this application form and give us as much information as possible about why you are interested in becoming a member of EWB-I. We require that the application be sent by an official representative of the applicant organization. Please use as much space as needed in between consecutive questions and be as detailed as possible in responding to the questions.**

**Upon receipt, the application will be reviewed by the EWB-I membership committee. A reply regarding the disposition of the application will be sent back to the applicant within one month of being received.**

II. **Level of Membership**

*(Indicate the level of EWB-I membership that you are applying for)*

- Member ( )
- Provisional Member ( )
- Start-Up ( )

III. **Contact Information**

*(Contact person to whom inquiries about the application should be made)*

- Name:
- Title:
- Contact Phone and Fax:
- Contact E-mail:
- Contact Postal Address:

IV. **Information about the Organization**

Please provide the following information about your organization: a general description of the organization, including but not limited to the following:

- Vision, mission and goals
- Strategies and plans for growth
- Plan for obtaining financial support for your organization and for projects

In addition, please answer the following questions:

- Is your organization registered in your country as a non-profit voluntary organization? If so, please mention when and where it was registered and list registration particulars.
- Does your organization have a web site? If so, please list the URL.
- Do you have a Board of Directors and elected Officers? If so, please give the designations and names of President/Chairperson and Secretary.
- Is your EWB group the only one existing/operating in your country? If not, please list the other groups and your relationship to them, if any.
- What is your annual budget? Please provide your most recent budget table in your country's currency. Please specify the currency rate (in US \$) and what your budget means relative to your country's cost of living.
- Do you charge membership fee (for students and professionals) and, if so, how much for each (equivalent in euros or US dollars)?
- How many student and professional chapters do you have?
- How many members does your EWB group have (including all in-country chapters)?
- What are your sources of funding – for operational expenses and projects?

#### V. **Work of the Organization**

- What is your present scope of services?
- What geographies do you serve?
- Please list/describe some of your major projects, giving the location of each project, its nature and the beneficiary group(s)
- What is your approach for providing assistance to poor/developing communities?
- Please describe your process for follow up in the host communities to make sure that the projects you delivered are working satisfactorily?

In addition, please answer the following questions:

1. How do you see your organization developing over the next five to ten years?
2. By becoming a member (Full, Provisional, Start-Up) of EWB-International, how does your organization intend/wish to participate in EWB-I activities/bilateral/multilateral partnerships and projects?

#### VI. **Other Information**

Please add any other information you think is relevant to this application.

#### VII. **Supporting Documents**

If your organization is incorporated or registered in your country as a non-profit organization, please provide copies (preferably electronically) of your incorporation certificate?

#### VIII. **Certifications**

I, (officer in the applicant organization), certify that the information provided in this application is accurate to the best of my knowledge

EWB-I Membership Application

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January 1, 2011

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**Signature**

**Date**

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**Printed Name and Title**

**E-mail Address**