



## **Citizen Science Association Membership Manual Updated February 2021**

### **1. Introduction**

The Citizen Science Association (CSA, or Association) is a member-driven 501(c)(3) not-for-profit that connects people from a wide range of experiences around one shared purpose: advancing knowledge through research and monitoring done by, for, and with members of the public.

#### **1.1. Purpose, Scope, and Authority**

This manual outlines the process by which membership to the Association is administered. The policy applies to all members of the Association as specified by the [bylaws](#) of the Association.

This manual is maintained by the Association Board of Directors. This manual will be reviewed and updated as deemed appropriate by the Board's Membership Sub-Committee, which includes CSA members. The Association reserves the right to change or cancel the terms and conditions of membership at any time, with or without notice to any Member.

#### **1. 2. Definitions**

Article V of the Association bylaws provides an overview of the Association's members. The bylaws stipulate that the Association has members who have voting rights. However, the various terms and conditions regarding Association membership have been determined by the Board in its sole and reasonable discretion as follows:

**1.2.1. Member.** A member is an individual that has been granted membership to the Citizen Science Association, according to the stipulations of the Association bylaws and the guidance of this membership manual. In accordance with Section 5.2 of the Association's bylaws, Association membership shall comprise a single class of members with one vote per member. The minimum age of a member (in the absence of unusual circumstances) shall be 16 years of age.

Membership can be achieved through one of three pathways.

- Individuals may join on their own, at any advertised rate of fee (including a \$0 fee)
- Individuals may join via a temporary 30-day trial membership
- Organizational affiliates may grant individual memberships

Regardless of the pathway to members, all members have the same rights, responsibilities, and benefits.



**1.2.2 Organizational Affiliates.** Organizations affiliated with CSA may purchase packages of discounted memberships for individuals in their constituency. The number of memberships allotted depends upon the package purchased. Organizations may negotiate specialized packages to reflect needs that exceed available packages.

## 2. Membership and Affiliate Application Procedures

In Accordance with Section 5.2 of the Association bylaws, the process for applying for membership is as follows:

- (1) An individual desiring to become a member of the Association shall:
  - (a) complete the Association's membership application which shall include the applicant's agreement to abide by the Association's mission and goals;
  - (b) submit said application and payment of the annual membership dues (in USD).
- (2) Association staff (or a special committee) has the right to review applications; and
- (3) if the application is not approved, then the dues payment shall be returned to the individual.

### 2.1 Membership and Affiliate Application

Membership and Affiliate applications will be submitted through an online form available on the Association's Website <http://citizenscience.org/>.

All membership applications will be considered as they are received. However, the Association does not need to give any reason for rejecting an application.

### 2.2 Membership Subscription and Fees\*

Applications for membership to the Association will be administered on a continual (rolling) basis throughout the year. An affiliate discount is available for any category (20%) if the applicant is a current, fee paying member of the European Citizen Science Association (ECSA), the Australian Citizen Science Association (ACSA), or any other organization with which the Citizen Science Association has an MOU or formal collaboration/partnership. If you believe you qualify for a discounted membership, please contact the Citizen Science Association Membership Committee (at [membership@citizenscience.org](mailto:membership@citizenscience.org)).

In all cases, the following fees will be applied annually for individuals and entities:



<b>Individual Annual Membership Dues:</b>	<b>Appropriate rate for:</b>
\$119	Individuals earning over \$60,000 annually, or if you are able to charge this membership to an employer with an annual budget greater than \$200,000.
\$69	Individuals earning between \$30,000 and \$60,000 annually, or if you are able to charge this membership to an employer with an annual budget less than \$200,000.
\$39	Individuals earning less than \$30,000 annually, or if you are a Student, Environmental Justice Practitioner, Indigenous Practitioner, Veteran, Retiree, and/or a Youth Educator in formal K-12 or Afterschool Settings
\$0	Environmental Justice or Social Justice Practitioners leading projects on a voluntary basis.

*CSA is committed to inclusive and equitable access to membership. If you are unable to pay membership dues as a result of financial hardship, complications due to monetary transfer across countries, or for another reason (e.g., we refer to this list of countries eligible for fee waivers), please email the Membership Committee describing your circumstances (membership@citizenscience.org). Your request will be reviewed as soon as possible.*

Organizations can show their support for CSA, and access bundles of discounted memberships for individuals in their organization, by becoming a CSA Affiliate.

<b>Affiliate Category/description</b>	<b>Annual Subscription</b>	<b># individual memberships included</b>
Environmental Justice or Social Justice organization	\$100	5
Non-profit/Government/Educational	\$400 base rate	5 total (a \$119 membership value for \$80 each, plus affiliate organization benefits, a 33% discount)



	\$750	10 total <i>(\$1190 value, a 37% discount)</i>
	\$1050	15 total <i>(\$1,785 value, a 41% discount)</i>
	\$1500	25 total <i>(\$2,975 value, a 50% discount)</i>
Institutional	Specialized packages are available for large numbers of individuals and affiliate benefits. Contact <a href="mailto:membership@citizenscience.org">membership@citizenscience.org</a> for more information.	
Corporate	Specialized packages are available for corporations of any size. Contact <a href="mailto:membership@citizenscience.org">membership@citizenscience.org</a> for more information.	

\*All dues are in US dollars

### 2.3 Membership and Affiliate Term and Renewal

A Member shall be entitled to all of the benefits available to individual or organizational members for a twelve-month period, commencing on the date of enrollment. Renewals terms will begin from the annual anniversary of enrollment. If a member or affiliate fails to renew before or within a 30-day grace period of the anniversary of enrollment, including payment of any associated fees, they will no longer receive the benefits of membership. Subsequent access to membership benefits will need to begin through a new member application. Organizational affiliates are responsible for keeping up-to-date both their subscription and the allocation of seats in their package of memberships.

### 2.4 Membership Benefits

Membership and Affiliate dues directly support costs to provide member services and the development of programs or resources that advance the Association's strategic priorities to:

- Elevate attention to integrity and excellence in citizen science
- Create spaces that connect people across a multi-dimensional and multi-disciplinary field
- Facilitate and support efforts to confront challenges that span boundaries



- Build a vibrant Association with an open, transparent, and engaged culture

Member benefits include but are not limited to:

- Networking, Coordination and Professional Development Opportunities
- Enhanced Participation and Access to Association Resources
- Opportunities to Engage in and Influence Association Development and Operations
- Access to Promotional Opportunities
- Access to Discounts on CSA Events and Services

## **2.5 Cancellation of Membership or Affiliation**

Members may request cancellation of membership at any time by emailing a request to [membership@citizenscience.org](mailto:membership@citizenscience.org). However, dues will not be refunded. If a member cancels their Association membership they will no longer receive the benefits of membership. If an affiliate cancels their relationship with CSA, the individuals occupying allocated seats will be given thirty days to join CSA directly before termination of their member benefits.

## **2.6 Expulsion of a Member or Organizational Affiliate**

In accordance with Section 5.2 D of the Association bylaws, in the event that a member has undertaken inappropriate conduct (including, without limitation, a violation of this Membership Manual), which is more than insubstantial and which is not in the best interests of the Association, then the Board of Directors shall have the right in its sole discretion to remove the individual or organization as an Association member. In such an event, the Board of Directors shall promptly send Notice to said individual or organization regarding the removal.