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Sustainable Governance Structure for Chapters



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Only healthy **Chapters** are able
to do great work,
to **engage** in projects
and **inspire others**
to undertake similar activities.



Internet Society Chapters

- Are groups of Internet Society members from a given geography who would like to support our vision and mission at the local level
- Are legally independent entities (typically registered as non-profit organizations)
- Are chartered by the Internet Society as a Chapter



Chapter Charter Letter

- Legally binding agreement
- Describes the relationship between the Internet Society and its Chapters
- Describes the expected performance of the Chapter and the Internet Society's support
- Trademark, Logo, and Tools
- Chapters operate independently, but in accordance with the terms and conditions of the signed Charter Letter



Chapter Governing Documents

- The Chapter shall develop, maintain, and adhere to articles of association, bylaws, or equivalent governing documents, as required by the applicable local laws and regulations in the Territory (the “Governance Documents”). The Governance Documents shall, in accordance with local legislation,
 - (i) provide for a representative governing body and a consistent, mechanism to ensure regular and periodic transparent and open elections; and
 - (ii) establish the length and maximum number of terms that any individual may hold office both successively and in total.
- The Chapter’s Governance Documents shall not conflict with local legislation nor with the Internet Society’s Bylaws and other governance policies related to chapters. When requesting recognition as a chapter, the Chapter shall file a copy of the Chapter’s Governance Documents with the Internet Society for consideration. The Chapter is recommended to submit any subsequent changes to the Chapter’s Governance Documents to the Internet Society staff, and a Chapter may request advice from the staff regarding proposed changes to its Governance Documents.



Chapter Bylaws

- Draft template available
- Respect local guidelines and requirement, national laws and regulations for establishing a local non-profit associations or NGOs
- Serve as the organisational manual and help to guide through the orderly operation of the Chapter
- Contain information about structure and purpose, procedures and other essential aspects for the operation of the Chapter
- Making the bylaws public and easily available increases the Chapter's accountability and transparency → ensuring the trust of members, supporters, partners, donors and stakeholders



Accountability and Transparency

- Follow the rules
- Regular Member Meetings
- Annual General Meeting (AGM)
- Elections (Board of Trustees, officers) = group of people responsible for running the Chapter

- Role distribution – define and assign
- Staggering terms
- Availability and back ups
- Decentralisation from one person to a group (trust and delegate!)
- Leadership succession planning
- Next generation leaders in advocacy (training on topics) and leadership/Chapter management



Legal Aspects + Chapter Status

- Legal registration of the Chapter in the country
- Organization of Board elections/AGM according to Chapter bylaws
- Opening an official Chapter Bank Account

- Chapter status:
 - formal Chapter performance evaluations are conducted twice a year by the Internet Society
- Chapter pre-rejuvenation → rejuvenation



Chapter Activities and Programmes

- Use available Internet Society content and training
- Capacity building, awareness raising, advocacy at local level
- Provide local/regional input/perspectives/expertise for the Internet Society's global network

- Reach out and engage local Chapter members
- Ask for input and project ideas
- Engage & mobilise local stakeholders
- Share plans from the beginning
- Involve volunteers and delegate tasks
- Make them feel valued and give recognition („Thank you“)

And ask for help!



Internet Society Support and Resources for Chapters

Managing the Chapter:

- Dedicated Community Engagement Manager (CEM)
- Membership Management (Chapter Portal AMS)
- Online Chapter Elections
- Surveys
- Tools for Mobilising Volunteers
- Event planning guide
- Training programmes and Workshops
- **Funding:** in addition to the Chapter's own funding sources, they can apply for:
 - Beyond the Net via the „ISOC Foundation“
 - Admin funding, Chapterthon via ISOC



Mobilising Members/People:

- Social Platform “*Connect*”
- Webcasting Service
- Zoom Support
- Logos and Website Templates
- Media Training (video)



Share Your Experience – Open Discussion

- What is working well within your Chapter with regards to governance and sustainability?
- What could you recommend to other Chapters?
- What challenges are you facing within your Chapter?
- How can the Internet Society help you?



Take Away

Chapter
Charter
Letter

Review

Chapter
Bylaws
+Elections

Identify

Chapter
Leadership
+Succession

Identify

Chapter
Activities
+Trainings

Share



Thank you.

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