H2H Network Membership

Guidance
October 2019

1. Introduction

This guidance lays out the principles of membership, the criteria for membership, responsibilities and benefits of membership and the process for approving new members.

2. Membership criteria

The composition of the H2H Network membership is a manifestation of the network's vision and mission.

Network Vision:
Our vision is that all people affected by crises and disasters are supported by effective, efficient and accountable humanitarian action.

Network Mission:
The H2H Network makes it easy for humanitarian responders to access independent, high-quality services and expertise that collectively help them better serve people affected by crises. The network strengthens its members, providing many services to them, including funding, advocacy, knowledge sharing, information management and opportunities for collaboration.

We strive for a collection of members that mirror those principles. As such, members are expected to follow the principles of membership:

- Adhere to the humanitarian principles.
- Support the network's vision and mission.
- Offer a service and/or expertise that is **primarily** for humanitarian responders and is aimed at improving response.
- Commit to providing quality services and high standards of expertise.
- Strive for collaboration and collective action in the belief that it offers a better response.
- Do not profit from humanitarian service work.

Prospective members will be assessed against the criteria during the application process:

Criteria	How assessed	Additional comments
Adhere to the humanitarian principles.	Commitment to stated humanitarian principles; existence	Organisations that are primarily focused on development work, but that also offer services that impact

	of safeguarding and non-discrimination policies.	or improve humanitarian response, will be eligible for membership.
Support the network's vision and mission.	Compatibility of organisation's vision and mission; explanation of how the organisation will contribute to the network's vision and mission.	In addition to the responsibilities of membership, members can support the network through other means, such as advocacy, involvement in committees, and integration of the H2H concept in their own awareness campaigns.
Offer a service and/or expertise that is *primarily* for humanitarian responders and is aimed at improving response.	Explanation of services in application process; examples of how services have been used in humanitarian response.	This may include services that are geared toward preparedness, capacity building and/or disaster risk reduction. Network members primarily provide services for humanitarian responders, although they may work directly with affected populations in some instances.
Commit to providing quality services and high standards of expertise.	Examples of service use, examples of humanitarian organisations that have used the service, and one letter of recommendation about the service from a humanitarian user or current member of the network (letter is optional).	We are establishing a reputation as a network whose members provide high quality services. Prospective organisations will be asked to provide examples from humanitarian organisations that have benefitted from their services.
Strive for collaboration and collective action in the belief that it offers a better response.	Examples of collaboration with current network members, other humanitarian service providers and/or humanitarian response organisations.	The network is committed to the concept of collaborative and collective action as ways to create more effective and efficient approaches to response. This does not mean that a member must collaborate with other members, but rather that members always look for ways to improve response and that collaboration and collective action can be one way to do so.
Do not profit from their humanitarian service work	Legal status and organisation's mission; if listed as for-profit, further explanation of humanitarian commitment is requested.	Members do not need to be registered as not-for-profits or charities, but their mission must be geared toward humanitarian (and/or development) work. For-profit companies which have a mission that is not humanitarian will not be accepted as members.

3. Network size and commitment to quality

The network is more impactful for members and for responders when its membership is broad and deep. This can be measured in number of members, geographic location and reach of members, types of services offered, and in number of and ways in which members work together. It is the aim of the network to grow in all areas over the next few years. The core team will encourage growth as part of its communications strategy, focusing mostly on informal online member drives and attendance at events.

While the network membership will grow, we also want to make sure the network is known for offering quality and relevant services. Quality will be addressed through a variety of peer 'checks', including:
- One letter of recommendation from a current H2H Network member or a recognized humanitarian organisation as part of the application process (optional).
- Questions in the application that address impact and value of services.
- Additional checks when applying for funding.
- Ability to provide peer-to-peer feedback within member listings on the website (future capability with new website).
- Ability for humanitarian 'users' of services to add testimonials to website listings (future capability with new website).

The core team will provide growth statistics to the membership committee on a quarterly basis; the committee will assess growth and quality in its annual report to the board.

4. New member approval process

Completion of the application (available on the website as a link) will be the first step in becoming a member. The applications will be reviewed by the membership committee, which is made up of four representatives from existing members and one core team member. A terms of reference guides the membership committee.

The committee reviews and accepts new members in batches, once per quarter. While some applications and recommendations will be straightforward; others may require discussion and debate and, if rejected, explanation as to why they were rejected. The core team will be responsible for providing applicants with their status after the committee decision.

5. Member rights and responsibilities

Members have rights, including:
- Eligibility to apply for H2H Fund, subject to a due diligence assessment
- Eligibility to be nominated for committee positions
- Ability to propose working groups and topics for broader discussion
- Ability to participate in discussion forums and feed into consultations
- Opportunity to include relevant information about the member on the H2H Network website

Members will also have responsibilities, including:
- Vote on network board members
- Attend or be represented at annual general meeting (in-person or remotely)
- Participate in network business such as working groups and consultations as relevant

- Contribute to the overall aim of the network as defined by its strategic direction and mission/vision
- Promote the H2H Network

6. Membership Fees

At this time, there is no membership fee. The policy on a fee will be re-evaluated by the board and the core team in one year (mid 2020).

7. Additional documents

Membership committee terms of reference
Membership committee nomination form
Membership application