

Section:	NDR-5 Non-Dues Revenue	Approval Date:	9/28/2018
Policy:	NDR-5.3 Associates	Latest Revision:	9/19/2025

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. The Board has established a two-tiered Associate program with corresponding flat fees and benefits

5.3.5 Benefits of Participation

The benefits of the Associate and Associate Plus programs are set forth below:

Associate	Associate Plus
Program Inclusions: • Five (5) subscriptions to ACWA’s monthly printed newsletter -- <i>ACWA News</i>. • Listing on ACWA’s Members, Associates, and Affiliates Directory. • Opportunities to participate in added-value ACWA sponsorship levels providing special benefits and recognition at ACWA’s conference(s)/event(s). • Access to “Member-only” content on ACWA.com, including publications, member tools, and newsletters. • Pay 50% less than “non-associates” on all ACWA conferences/events registration and exhibit space, ACWA advertising opportunities, and ACWA sponsorships. • Access to ACWA Associate logo to highlight your partnership with ACWA on your website, social media, and printed materials.	All previously mentioned Program Inclusions & Advantage Pricing, in addition to: • Early access to exhibit hall registration for ACWA conferences. • Opportunity to register up to two additional staff with exhibit booth. • Access to Premium exhibit booth location(s) for ACWA conference(s). • Pre-conference(s)/event(s) attendee list • Additional recognition in end of year <i>ACWA News</i>. • Associate Plus designation in ACWA’s online Membership Directory. • Exclusive opportunity to purchase a Business Profile Ad in <i>ACWA News</i>.

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:

Revision Date	Description of Changes	Requested By
9/28/2018	Initial Release	ACWA Staff and Governance Workgroup
9/19/2025	Revised policies 5.3.4 and 5.3.5 to implement the two-tiered rate plan.	Business Development Committee and Board