

## SIA Relief Package—Key Information for Leaders

### Communication & Application Timeline

All communications will be sent to the club email address on file. Attention: club presidents and club treasurers. Copying: region governors and governors-elect, and region offices.

- Monday, December 4, 2023: Notification to region offices sharing this timeline before invoicing clubs.
- Friday, December 15, 2023: Notification to all governors and governors-elect sharing this timeline in their language before invoicing clubs
- Monday, December 18, 2023: Notification to all club presidents and club treasurers sharing this timeline in their language.
- Monday, January 8, 2024: Formally invoice all clubs for the mandatory convention fee.
- Tuesday, January 9, 2024 @ 9 p.m. (ET): Email all clubs the process and application to apply for relief funds.
- Tuesday, January 9 – Friday, March 15, 2024 @ 11:59 p.m. (ET): Period for club officers to apply for relief funds.
- Tuesday, January 9 – Friday, March 15, 2024: SIAHQ staff processes applications for relief funds and notifies clubs of their application status on a rolling basis.
- Friday, March 29, 2024: All clubs are notified of their status by this date.

### Criterion to Apply for the \$200 Mandatory Convention Club Fee Relief are as Follows:

- Club has experienced significant declines in membership that impact ability to pay the full mandatory convention club fee, or
- The mandatory convention club fee impedes your club's ability to serve our target audience and deliver member value, or
- Your club chartered in the past 18 months and has not had enough time to build financial stability.

### Criterion to Apply for Additional Funds Over and Above the \$200

Some clubs may require additional support over and above \$200. These will be reviewed case by case, and clubs will be notified by March 29, 2024. These clubs must meet one or more of the following criteria and will be asked to communicate what additional dollar amount would be needed.

- Your club is in an area that experienced a natural disaster in the past 18 months and has been impacted financially, or
- Your club is in an area with historically declining socio-economic conditions, or
- Another extenuating circumstance.

These funds are not guaranteed and will be subject to further SIA Board approval.

## Anticipated FAQs and Region Leaders' Questions Answered

**Our club already paid the \$800 mandatory convention fee. However, we would like to apply for the \$200 relief. Can we receive a \$200 refund?**

Yes. If your club articulates a need via the application, we will apply \$200 in relief funding to your club account and process a refund back to your club by way of original payment.

**Is the mandatory convention fee so high because of the inclusion of meals?**

The addition of meals is not why the mandatory convention club fee increased. The rising costs of face-to-face events, in general, are why this fee increased.

**What if a club does not attend the 48th Biennial Convention, can the mandatory convention club fee be reduced?**

Attendance is not mandatory but encouraged. The mandatory convention club fee is a collective fee to support the general business meeting, convention and associated expenses. We include the registration of one delegate per club to encourage attendance and to make attendance more affordable. However, if clubs choose not to send a delegate, they must still pay the mandatory convention club fee. The expenses remain the same whether you send a delegate to the convention or not.

**Does the mandatory convention club fee cover the registration fee of the delegate for that club?**

Yes, per usual, the mandatory convention club fee covers the registration fee of one delegate per club.

**Can the mandatory convention fee be reduced if a club does not send a delegate?**

No, the mandatory club fee supports the general business meeting, the convention and associated expenses. The expenses remain the same whether you send a delegate to the convention or not.

**If a club has paid the mandatory convention fee but no member of the club will attend the convention, can a member of another club attend instead?**

No. The registration offered with the mandatory convention club fee is specifically for that particular club's delegate. Per the SIA Bylaws, "Proxy votes shall not be allowed under any circumstance."

**What exactly are the consequences, and for how long, of a club not paying the fee?**

Clubs that do not pay the mandatory convention club fee are considered not in good standing and lose all voting privileges until such time as the convention fee is paid. We encourage clubs to apply for the relief support offered and reach out to headquarters if they have any additional questions.