

## **CCD Dues Policy**

CCD membership dues are set each year to provide the organization with revenues necessary to support its operations. The CCD Board recognizes that some organizations may be unable to pay their membership dues in a given year. To accommodate these organizations, the Board, as advised by the Membership Committee, may waive part or all of the dues for an organization with limited financial resources.

To request a reduction or waiver of dues, an organization must submit a written request to the CCD Chair. Some of the criteria for granting reduced membership dues include extreme financial hardship, limited organizational budget, or other extenuating circumstances. This request must explain the nature of the need to receive special dispensation. All dues reductions or waivers for extenuating circumstances will be kept confidential.

The minimum amount for reduced membership dues is 20 percent of the applicable fee for an organization for any year. If an organization is unable to pay even reduced dues, they may submit financial evidence supporting a need for a full dues waiver.

The CCD Chair, in consultation with the Board will respond to the request for reduction or waiver of dues in writing. If granted, a dues reduction or waiver is valid only for the year in which granted.

If the request for reduced dues or dues waiver is rejected, the organization may appeal in writing to the CCD Chair. If the rejection is upheld, the decision is final.

December 31, 2014