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JCI WEST INDIES



**FAQ FOR NEW
ORGANIZATIONS
AND
RE-AFFILIATIONS**



This document provides advice and information on how to start a new local organization or the re-affiliation an old organization in JCI West Indies

Who can start a new JCI West Indies Local Organization?

Anyone with an interest in JCI, within the JCI age (18-40) can start a new organization or re-affiliate an old organization.

What's the difference between starting a new organization and re-affiliating an organization?

You can re-affiliate an organization if there used to be an organization in your city, town or country in the past. This means you do not have to go through the full affiliation process. It also means that there might be resources and people from the old organization willing to help you. You need to find out if the organization just closed down (became dormant) or disaffiliated – if it did disaffiliate you will need to re-affiliate the new organization.

If there was no old Organization where you live, you need to start a new organization.

Can I use the JCI brand and logo?

Yes, but you need to apply to National Board to get a status as a Standing Committee before you can do so. After achieving this status, you need to add indicate that you are Standing Committee in any official documentation until such time as membership into the National Organisation is approved. The National Board can help give you advice on the correct branding as well as give you access to logos and other resources.

Why do I need to have a Standing Committee?

JCI West Indies' Constitution mandates the formation of a Standing Committee by Local Organisations which are new or seeking re-affiliation. The Standing Committee must be established for a maximum period of six (6) months to allow for orientation, activation and induction procedures. To be recognized as a Standing Committee, please complete and submit the Standing Committee Form.

Can I attend JCI and JCI West Indies events?

Yes! We want you and your members to get to know JCI as much as possible during the process of starting a Local Organization.

Why do I have to pay my membership fees when I don't get anything from JCI West Indies and I'm not currently a member of an affiliated organization?

If you don't pay your membership fee you are not a member of the organisation and you lose out on all the benefits members of the organisation get.

You cannot affiliate an organisation that doesn't have any members, so lead from the front and be a good example to the people you are recruiting to join the Local Organisation by being a fully paid-up member yourself.





What does it cost to be a member of JCI West Indies?

As a new local Organization, the Board of Directors will determine the annual fees to be paid by its members. Membership fees payable to JCI West Indies every year are paid per member at USD \$55.00.

Is there a minimum number of members required to form a Local Organization?

Yes. JCI mandates that the minimum membership level to be maintained is 25 inducted members; this means that the minimum due payable to JCI West Indies is USD \$1,375.00 per annum. So any excess monies are utilised for the development of your future organisation.

Can JCI West Indies help me with money to start a local organization?

JCI West Indies can most likely not help you directly with money, but JCI West Indies can help you find out if there's been a past organization in your location. If there has been an organization in your location previously there may be money left from this Local Organization. Additionally, JCI West Indies can assist you with resources to garner support or sponsorship within your city, town or country.

There used to be a local organization in my city, town or country - can I just re-affiliated the same organization?

Yes, you can. Please be aware that there may be as much work in re-affiliating an organization as in starting a new one. There might, however, be residual money and resources from the old Organization available so get in touch with National Board for any assistance they may be able to offer.

I've heard about Senators and that they can help - what are they and how can I get in touch with them?

Senators are life-long honorary members of JCI. They received a Senatorship because they were outstanding members through several years. Senators have their own network, the West Indies Senate, and are always happy to help out. Contact the National Board and they will help you get in touch with the right people where possible.

What can the Senators help me with?

Senators can help you with different things – from advice, mentoring, network contacts, to promoting the new organization to their families and businesses. Also, they know the history of the organisation and can help you get in touch with people that can be helpful.

What is the constitutional process to become an affiliated Organization?

You can get affiliated at the National Convention conducted in October annually within the region.

Who on National Board can help me in this process?

Everyone on the team can help, however the JCI West Indies National Board has identified the Executive Vice President to be primary point of contact via email at exec_vp@jciwi.org.





Can I organise a launch event before I'm affiliated (i.e. as a Standing Committee)?

Yes you can and this is encouraged. Be reminded that a launch is not the same as the actual affiliation. A launch event can be helpful in getting new members. Just make sure you make everyone aware that it is not the affiliation, but a launch event only.

Can I host training sessions or launch a project before I'm affiliated (i.e. as a Standing Committee)?

Yes! JCI West Indies encourages you to explore different avenues to build membership and to raise awareness of the Organization in your city, town or country.

What do I need to be affiliated?

In order to affiliate you need to provide the following documents addressed to the Secretary General via email at info@jciwi.org and shall reach the Secretariat not less than thirty (30) days before the opening date of the Convention at which the application is to be considered

1. A written application for your organization to become a member of JCI West Indies, signed by the organization president and Secretary, including
 - a. The names and addresses of the Board of Directors;
 - b. The manner in which the applicant is or has been associated with or become interested in the JCI Organisation;
 - c. A statement of the purposes of the applicant;
 - d. Particulars of incorporation, if applicable;
 - e. A short history of the applicant from the date of its formation to the date of the application;
 - f. Description of current activities, topics considered at meetings and plans for future work;
 - g. Evidence of status in the community;
 - h. Full list of membership,
 - i. Dues payable to the National Organisation and JCI for the subsequent fiscal year; and
 - j. Plan of Action for the ensuing year. The National Board can help you with sample Plan of Actions that you can adapt to your purpose
2. A copy of your Local Constitution or other applicable laws of the applicant, and a copy of the rules or bylaws by which the applicant conducts its affairs. The Local Constitution has to be aligned with the JCI West Indies Constitution. The National Board can help you with sample Constitutions that you can adapt to your purpose.
3. The names of your members. Please be reminded that you need 25 inducted members in order to be affiliated. The full membership list should include inducted members, prospective members and alumni members.

