

# H2H Network Membership Guidance 2022

1. **Introduction**

This guidance lays out the principles, criteria, responsibilities and benefits of H2H Network membership, along with the application process.

1. **Membership criteria**

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

H2H Network vision

Our vision is that all people affected by crises and disasters are supported by effective, efficient and accountable humanitarian action. We want to see a system capable of meeting today’s challenges while preparing for and adapting to those on the horizon.

H2H Network mission

The H2H Network makes it easy for humanitarian responders to access independent, high-quality services and expertise that collectively enable them to better serve people affected by crises. We strengthen our members by fostering the H2H community, providing resources, and brokering relationships that enable and catalyse change in the wider humanitarian system, driving efficiency, accountability and impact

Members are expected to follow the membership principles:

1. Adhere to the humanitarian principles of humanity, neutrality, impartiality and independence.
2. Support the H2H network’s vision and mission.
3. Offer services, tools, products, or expertise which enable improvements in the performance of the humanitarian system at large.
4. Commit to individual and collective learning, and to providing quality services and high standards of expertise.
5. Contribute to collaboration and collective action in the network and beyond.

H2H Network members primarily provide services for humanitarian responders, although they may in some instances work directly with affected populations. Organisations focused on directly providing humanitarian assistance are typically not eligible for membership.

Prospective members are assessed against the following criteria during the application process:

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| **Criteria** | **How assessed** | **Additional comments** |
| Adhere to the humanitarian principles. | Commitment to stated humanitarian principles, existence of safeguarding and non-discrimination policies.  H2H may request additional information and request to see policies. | Organisations that are primarily focused on development work, but that also offer services that enable humanitarian action, will be eligible for membership. |
| Support the network’s vision and mission. | Compatibility of organization’s vision and mission; explanation of how the organization will contribute to the network’s vision and mission. | In addition to the responsibilities of membership, members can support communications and advocacy activities by participating in events and/or promoting H2H Network members’ services and way of working – individually and collectively -- through their own communications channels. |
| Offer services, tools, products, or expertise which enable improvements in the performance of the humanitarian system at large. | Explanation of services in application process; examples of how services have been used in humanitarian action. | This may include services that are geared toward preparedness, capacity building and/or disaster risk reduction.  H2H Network members primarily provide services for humanitarian responders, although they may in some instances work directly with affected populations. Organisations focused on directly providing humanitarian assistance are typically not eligible for membership. |
| Commit to ongoing individual and collective learning, and to providing quality services and a high standard of expertise. | Examples of service use, examples of humanitarian organizations 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 innovate and provide high quality services. Prospective organizations will be asked to provide evidence of humanitarian organizations using their services.  All applicants should provide at least one letter of recommendation from an established humanitarian agency and/or an H2H Network member. |
| Strive for collaboration and coordination, both with other local and global humanitarian response agencies, and other H2H Network members. | Examples of collaboration and coordination with current network members, other humanitarian service providers and/or humanitarian response organisations. Evidence that agency works to dock and integrate services/tools/products within existing humanitarian response structures to maximize uptake and minimize duplication. | Humanitarian-to-humanitarian technical services are used to create an enabling environment for humanitarian action.  In some situations this is done in close collaboration with other humanitarian actors and is embedded in humanitarian coordination structures. In other cases, the value added of the H2H member comes from being a “public good” in which case there may be a looser connection to the mainstream system.  The prospective member must be able to explain the position of the organisation in this respect and show how and why this positioning creates the most value for the operation. |
| Do not seek to unduly profit from their humanitarian work | Legal status and organization’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.  It has become increasingly clear that this definition is too simplistic and does not reflect the different legal statuses that exist in different countries, nor does it acknowledge the concept of social enterprises or small organisations that do not have not-for-profit status.  However, members’ missions must be explicitly oriented towards humanitarian work or development work.  Currently, only registered non-profits are eligible to apply for funding through H2H. |

1. **Network size and commitment to quality**

The network is more impactful for members and for responders when its membership is diverse. This could be measured by the geographic location and reach of the membership, types of services offered, the organisational structure of membership, or other metrics.

While the network membership may grow over time, we also want to make sure the network is known for offering high quality and relevant services. Quality is addressed through a variety of measures, including:

* One letter of recommendation from a current H2H Network member or a recognized humanitarian organisation as part of the application process.
* Questions in the application that address impact and value of services.
* Additional checks when applying for funding.

The core team provides regular growth statistics to the board.

1. **New member approval process**

Organisations who are interested in joining the H2H network should [get in touch](mailto:info@h2hnetwork.org) as a first step, in order to discuss their application with the H2H team prior to applying. This is followed by completion of an application form available on request.

Applications are screened by the H2H team, with new members approved periodically by the H2H Board. While some applications and recommendations are straightforward; others require discussion and debate and, if rejected, explanation as to why they were rejected. The core team updates applicants after the Board’s decision.

Applications must be completed in English. If supporting materials and/or the website are not available in English or French, the committee will require the applicant to provide these materials, or key pieces from the website, as addenda to the application.

1. **Membership rights and responsibilities**

Members have rights, including:

* Voting rights and the ability to participate in the Annual General Meeting (AGM).
* Eligibility to apply for the H2H Fund, subject to a due diligence assessment
* Eligibility to be nominated for the H2H Board and other committee positions
* Ability to benefit from member services (including workshops, webinars, events, profiling and visibility opportunities etc.) and to inform consultations, and to propose working groups and topics for broader discussion
* Opportunity to include relevant information about the member on the H2H Network website

Members also have responsibilities, including:

* Attend or be represented at annual general meeting (in-person or remotely)
* Voting on Board members and other issues presented to the AGM.
* Participate in network business such as working groups and consultations as relevant
* Uphold the membership principles and contribute to the overall aims of the network as defined by its mission and vision
* Promote the H2H Network and concept.

1. **Membership Fees**

Currently, there is no membership fee. This will be reviewed periodically in discussion with the membership.

1. **Additional documents**

For an overview of the H2H Network and what it means to be an H2H Member, please see our H2H Network and membership package. If you wish to become a member, please fill in our H2H Network membership application. A letter of recommendation from a current H2H Network member or a recognized humanitarian organisation is part of the application process.