



## FIMCAP MEMBERSHIP GUIDE & APPLICATION PROCEDURE

### 1. Introduction

We invite national and regional organizations to join the FIMCAP family. This document outlines the eligibility requirements, membership categories, application procedures, and the responsibilities associated with becoming a member organization.

### 2. Organizational Alignment

Membership is open to organizations of children and young people structured at a national or regional level. To be eligible, an organization must align with FIMCAP's core aims and values:

- **Community Development:** Encourage young people, through community life, to develop personal responsibility, discover cultural and social issues, and experience solidarity.
- **Gospel-Based Mission:** Base activities on the Gospel to promote youth participation in parish life and missions.
- **Training & Structure:** actively train volunteer staff and maintain regular communication with members and leaders.

### 3. Membership Criteria & Categories

There are four specific criteria used to evaluate potential members:

1. **Identity:** The organization is Catholic.
2. **Scope:** The organization organizes activities for children and/or youth.
3. **Governance:** Youth have the possibility to take part in decision-making.
4. **Connection:** The organization has a direct link with local communities or parishes.

#### Classification of Membership

Based on the criteria above, membership is categorized as follows (a minimum of two criteria must be met to apply):

- **Full Members:** Fulfill all 4 criteria.
- **Affiliate Members:** Fulfill 3 criteria.
- **Sustaining Members:** Fulfill 2 criteria.



## 4. Application Process

If your organization meets the minimum requirements, please proceed with the following steps.

### Required Documentation

Applications must include:

1. **Official Letter of Request:** Signed by the head of the organization.
2. **Organizational Documents:** A copy of the statutes, structures, aims, and current program.
3. **Proof of Status:** At least **one** of the following must be submitted:
  - Documentation of legal status (as applicable in the country).
  - National or regional Church endorsement.
  - A letter of support from an existing FIMCAP member organization.

### Submission & Timeline

- **Recipient:** Applications must be sent to the **FIMCAP Secretary General**.
- **Deadline:** Documents must be received **three months prior** to the General Assembly.
- **Approval:** Admission is decided exclusively by the General Assembly, which convenes every three years.

## 5. Observer Status

Organizations wishing to evaluate FIMCAP prior to full commitment may apply for **Observer Membership**.

- **Rights:** Observers may participate in activities but do not hold voting rights.
- **Application:** An official letter of request must be sent to the Secretary General.
- **Approval:** Requests are reviewed and decided upon by the **Intercontinental Bureau** at their next scheduled meeting.



## 6. Member Responsibilities

Upon admission, all member organizations agree to the following commitments:

- **Participation:** Attend the General Assembly and participate in agreed-upon activities.
- **Implementation:** Execute decisions made by the General Assembly.
- **Communication:** Maintain regular contact with the Secretary General, reporting on national/international programs and sharing publications.
- **Support:** Provide ideological and financial support to FIMCAP's work.
- **Financials:** Pay the annual membership fee as proposed by the Intercontinental Bureau and fixed by the General Assembly.