

Policies

Global Speakers Federation

(Accepted – January 30, 2023)

Introduction

These Policies are an agreement between the Global Speakers Federation (GSF) Board of Directors and the Not-for-Profit Professional Speakers Associations that are members of the Federation. They articulate how to perform the business of the Federation by providing guidelines and the basis for certain procedures.

GSF Policies define beliefs and philosophies and allow everyone to work in the same system and move forward together. These Policies are designed to create a climate of fairness and to promote equitable decision-making. They provide guidelines in the execution of GSF business by officers, representatives, members, and appointed staff.

The GSF Bylaw is the primary governing instructions and the Policies support and expand on the direction set in the Bylaw.

These policies were originally adopted July 2005 as part of the process of becoming an incorporated organization under US law. Prior to this, the Federation operated within the guidelines of the Mechanics Agreement (i.e., a document outlining the agreement between NSA-US and the member associations). A formal update to this document was made in March 2015, in July 2015, and then in January 2017 to align to the new Board structure and its updated Bylaw.

In January 2017, the GSF officially moved from the Executive Council model to a Board of Directors structured model and, with this, a new Bylaw was created and approved.

1. Membership

1.1 Individual Memberships

By virtue of membership in a GSF member association, the individual members of the member association are not considered members of the GSF. The member association is considered the member.

Individual members do not become members of other member associations, and they are not eligible to vote in other member association elections unless they choose to pay the dues of that member association and join as a member. Individual members are represented at GSF leadership meetings by delegates from each member association serving on the GSF Board of Directors.

1.2 Full Member Eligibility

A minimum of 40 Members is required to join the Global Speakers Federation. A Member is defined as a member of the association who: 1) has full voting rights; 2) is charged member rates at association events, and; 3) is eligible for member-only benefits. Full Membership eligibility requires the speakers association:

- Be an applicant for the time determined needed to verify eligibility for Full Member status
- Apply in writing for Membership prior to acceptance of the association as a Full Member Association

- Pay a non-refundable \$1,995 USD Membership Application fee
- Meet the Membership requirements as determined by the GSF Board of Directors and outlined in this GSF Membership Policy
- Comply with the Policies and Bylaw of the GSF
- Uphold an image of integrity and have a written policy to enforce a Code of Professional Ethics
- Organize and implement educational events and programs for professional speakers
- Conduct its activities in compliance with the not-for-profit rules and regulations of the speakers association's home nation.
- Conduct its administrative and marketing activities in a professional manner.

1.2.1 Membership Documentation

The following documents are required from a speakers association when applying for membership:

- Proof of not-for-profit organizational status
- Articles of incorporation or equivalent
- Bylaws, constitution, or equivalent
- Membership Roster
- Board of Directors and Officers list
- Schedule for officer rotation
- Election process or equivalent
- Proof of organization support for ethical guidelines of membership
- Code of Professional Ethics or equivalent
- Membership dues structure
- Most recent fiscal year's Revenue Over Expenses (i.e., Profit and Loss) Statement and a Balance Sheet

1.2.2 Membership Review Process

Speakers association applications for GSF membership are reviewed by representatives of the New Association Development Committee as appointed by the current GSF President. The representatives bring recommendations forward to the Steering Committee. During the review phase, the Committee evaluates the application documents and the general speaking experience of the speakers association's current members and membership requirements.

1.3 Affiliate Member Eligibility

An affiliate membership is available to those individuals, corporations, and partner organizations that are determined by the GSF to support the mission of the GSF and

provide benefit(s) to the member associations. Affiliate Member eligibility requires the applicant:

- Apply in writing for Affiliate Membership
- Be an applicant for the time determined needed to verify eligibility
- Pay a non-refundable \$499 USD Membership Application fee
- Act with integrity and support the mission of the GSF
- Organize and implement educational events, programs, or services for professional speaker associations
- Conduct its activities in compliance with their home nation's rules and regulations
- Conduct its administrative and marketing activities in a professional manner

1.4 Directory

The GSF shall not recommend or promote specific individuals as speakers. The GSF may maintain an online membership directory, which may be available to the public and supplied at this time by eSpeakers.

2. Designations

2.1 Certification

The Certified Speaking Professional (CSP) designation and the FPSA (Fellow Professional Speakers Association) are recognized by the GSF as the official certifications of member speaking associations.

2.2 Global Speaking Fellow

In 2013, the GSF developed the criteria for a CSPGlobal designation and conferred its first class of 21 recipients during the 2013 Global Speakers Summit in December 2013. On January 13, 2016, the CSPGlobal designation was renamed to Global Speaking Fellow. The criteria of the Global Speaking Fellow are as follows:

The designation, Global Speaking Fellow, is conferred on those who have proven mastery of the core global speaking competencies over a minimum of three years, received favorable reviews by the clients who have hired them, demonstrated sustainability as a global presenter, presented professionally in a designated percentage of the macro geographical (continental) regions / geographical sub-regions as defined by the United Nations, and earned the favorable reviews of peers in the profession who hold the Global Speaking Fellow designation.

The first requirement of the Global Speaking Fellow application is that the applicant currently holds the CSP or FPSA. The CSP is conferred by qualified member associations of the GSF. In local markets, the CSP is the internationally recognized certification for professional speakers. The GSF also recognizes the FPSA designation conferred by PSA UKI.

For those who wish to expand beyond their local markets, the GSF makes available the educational content to guide those working across continents. The GSF

confers the complementary global addition to the CSP and/or FPSA designation with the Global Speaking Fellow. In May 2020, the criteria were further defined to allow the applicant to provide virtual presentations as part of their submission.

All GSF member associations must recognize the Global Speaking Fellow as an earned designation. The GSF is committed to support the growth of member associations currently conferring the CSP/FPSA. The awarding process for the Global Speaking Fellow was reviewed and approved by the board on November 10, 2017.

2.3 Petition to Recognize Speaking Designations

Speakers associations may petition the GSF Steering Committee to have other professional speaking designations recognized. By a majority vote of the GSF Board of Directors, requested designations may be recognized.

3. Awards

3.1 International Ambassador Award

The GSF administers and selects the International Ambassador Award with the purpose of recognizing those who have made an obvious, substantial, and sustained contribution to the speaking profession and community. It is not mandatory that there be a recipient every year. It is intended to recognize those who stand out from the many contributing to the development of our business globally.

Call for Nominations:

A call for nominations is distributed approximately two months prior to the date the award is to be presented. Each Federation organization may submit up to 2 recommendations (with appropriate background and justification) for the International Ambassador Award. Although the names traditionally have been Federation country members, they don't have to be. Nominees do not have to come from a speakers association's respective country.

The Criteria:

In addition to their contributions to the industry and profession, recipients will have:

- Achieved success in their own business
- Earned a reputation for impeccable ethics
- Acquired significant experience speaking in a variety of countries
- Contributed to the cementing of member relations on an international level
- Represented/embodied the spirit and intent of our professional associations as described in the values, mission statements and code of ethics of each association
- Used the platform as a forum for generating international goodwill
- Worked to build a speaking community of respect, tolerance and inclusiveness
- Served as a mentor of future leaders

Selection Process:

Member association representatives submit nominations of behalf of their respective member associations. It is recommended that representatives invite their Boards to submit nominees to them. The representative then submits one or two names on

behalf of their association boards, with a brief rationale for their choice. (Nominees do not need to be members of their particular association, simply anyone from anywhere who meets the criteria above).

Nominations are compiled by the Secretary or appointed staff who identifies those names submitted most often, and these 2 or 3 people become the nominees for that year. If any nominee secures the majority of nominations, that person is automatically the award recipient and no additional vote is taken.

If no clear recipient is identified in the nominations process, the list of nominees is then distributed to the members of the GSF Board of Directors who each return a vote for their choice.

3.2 Beverly Babb Award

This award is created to recognize the service of individuals who have contributed strongly to the foundational growth of the GSF and/or the member associations. This award recognizes individuals who typically serve "behind the scenes" without expectation of recognition or reward. They may not be well known across borders or even in their home association but have contributed extraordinarily to the growth, strength and substance of the organization.

There is no requirement that the award be bestowed each year. It is not necessarily an annual award but should be presented sparingly. The award may be presented during any of the GSF member association's annual conventions or the Global Speakers Summit.

The award is bestowed to a member or staff person of a GSF association.

That person will have actively contributed a high-level of service for a minimum of three consecutive years.

Recipients must have maintained active membership or employment in their GSF association for more than four years cumulatively.

The recipient(s) of the award may be selected by the sitting GSF President and should be individuals that receive the strong endorsement of the GSF Presidential Leadership team. The GSF President may solicit suggestions from the Presidents of member associations but is not required to seek candidates.

The award can be presented for past service as deemed appropriate even if the recipient is no longer actively serving. The award may be bestowed posthumously.

4. Leadership

4.1 Representation

Directors serve as members of the GSF Board of Directors as a representative of their home member association's Board of Directors and serve a term of three (3) years. The initial schedule to provide for staggered terms of office is provided in Addendum G. A Director may serve a maximum of two (2) consecutive terms, and must retire from the Board for a period of at least one (1) year before he/she is eligible to serve on the Board again. Directors elected to officer positions shall not be subject to this regulation during their tenure as officers.

Member Associations are responsible for providing a representative to the Board of Directors, and notifying the GSF Executive Director of the appointment. It is

recommended that the representative is a board member, a past-president or an ex-officio member of the Member Association board as the representative must be able to communicate regularly and efficiently with the Member Association's board.

All member associations have voting privileges. All member associations have a single representative who has a voice in GSF Board of Director meetings.

4.2 Voting Privileges

As per the bylaw Article VI Section 8, only Directors who appear in person, via video conferencing or similar digital platform, or has appointed their proxy may vote at GSF Board of Director meetings.

4.3 Attendance of the GSF President at Member Association Conventions

The GSF President has an annual budget for travel to member association events. To help ease the burden of the financial cost to visit 16 conventions (as of May 2020), each member association is encouraged to assist with Presidential travel by covering up to 5 nights hotel (depending on length of event) on a complimentary basis and by covering/providing ground transportation to/from the airport to the convention venue.

4.4 Conflict of Interest

No member of the GSF Board of Directors, or any of its Committees, shall derive any personal profit or gain, directly or indirectly, by reason of their participation in the leadership of GSF. Each individual shall disclose to the GSF any personal interest which he or she may have in any matter pending before the GSF and shall refrain from participation in any decision on such matter.

5. Officers

5.1 President

Per the Bylaw: The President shall be the Chief Officer of the GSF and shall preside at all meetings of the GSF Board of Directors and the Steering Committee. The President shall have general supervision of the affairs of the GSF, shall make reports as needed from time to time, and shall perform all such other duties as are properly required by the GSF Board of Directors. The term of the President will be one (1) year.

The GSF President is not a representative from any country. This person adopts a nonaffiliated role as the leader of the global organization. (The role of representing each member association is the responsibility of the GSF Board member from their respective member association.) The role of President is a four-year commitment: one year as Vice President, one as President-Elect, one as President, and one as Immediate Past President.

Duties of Federation President

- Coordinate communication between the member associations; facilitate and encourage communication across the GSF to ensure exchange of good ideas; be a global point of contact for member associations, prospective speakers associations and the media.

- Attend the annual conventions of the member speakers associations as feasible within the annual approved budgeted Presidential Leadership travel expense line.
- Convene and chair the annual business meeting of the GSF.
- Maintain an awareness of strategic issues happening in each member association.
- Provide a tie-breaking vote, should one be needed, at a GSF Board of Directors meeting.
- Identify and initiate mechanisms to address issues of concern to the global community of members.
- Identify, encourage and support potential new member associations and steer their applications through the membership process.
- Help identify potential future GSF leaders around the world.

5.2 President-Elect

Per the Bylaw: The President-Elect shall exercise the functions of the President during the absence or disability of the President. The President-Elect shall have powers and discharge such duties as may be assigned to the office from time to time by the GSF Board of Directors. The term of the President-Elect will be one (1) year.

5.3 Vice President

Per the Bylaw: The Vice President shall exercise the functions of the President-Elect during the absence or disability of the President-Elect. The Vice President shall have powers and discharge such duties as may be assigned to the office from time to time by the GSF Board of Directors, including the duties of Secretary and Treasurer. The term of the Vice President will be one (1) year.

5.4 Immediate Past President

Per the Bylaw: The Immediate Past President shall serve as an ex-officio member of the GSF Board of Directors and perform such other duties as may be prescribed by the President and/or the GSF Board of Directors and this Bylaw. The term of the Immediate Past President will be one (1) year.

5.5 Executive Director

Per the Bylaw: The Executive Director shall serve as an officer and ex-officio member of the GSF Board of Directors and all Committees. The Executive Director shall be compensated for their duties as outlined in the Service Level Agreement. The Executive Director will serve for the term of the Service Level Agreement.

5.6 Secretary

Per the Bylaw: The Secretary shall issue notices for all meetings, shall keep minutes of all meetings, and keep the historical documents of the GSF. In the absence of a Secretary, duties may be delegated as required from time to time. The Secretary shall perform all duties incidental to the office or which are properly required by the GSF Board of Directors. The term of the Secretary will be one (1) year.

The duties of the Secretary are delegated to the Executive Director.

5.7 Treasurer

Per the Bylaw: The Treasurer shall have the custody of all monies and securities of the GSF and shall keep regular accounts. The Treasurer shall disburse the funds of the GSF in payments of just demands against the GSF or as may be ordered by the GSF Board of Directors, taking proper vouchers for such disbursements, and will render reconciled accounts covering each fiscal year and a quarterly report of all transactions. In the absence of a Treasurer, duties may be delegated as required from time to time. The Treasurer shall perform all duties incidental to the office or which are properly required by the GSF Board of Directors. The term of the Treasurer will be one (1) year.

The duties of the Treasurer are delegated to the Executive Director.

6. Nominations and Elections

6.1 Vice Presidential Nomination and Election

6.1.1 The Vice President Nominating Committee

Per the Bylaw: The Nominating Committee shall bring forward a ballot of at least two (2) candidates and no more than three (3) candidates for the officer position of Vice President. The Nominating Committee will be chaired by the Immediate Past President and comprised of up to four additional members. The additional members will be selected by the Immediate Past President, and endorsed by the Board of Directors. These committee members must have served on the former GSF Executive Council or on the GSF Board of Directors within the last five years. Additionally, the committee members will represent the global diversity of the various Member Associations.

6.1.2 Nomination of Vice President Candidates

A call for nominations for the position of Vice President will be distributed to the Representatives of the member associations within four months prior to the GSF annual meeting with a notice of the call distributed to the GSF Board of Directors.

Vice Presidential candidates must be a current member of the GSF Board of Directors with at least one (1) year of GSF board service and in good standing. The name(s) submitted must meet the nomination criteria with relevant background information – see procedure document in Addendum C for guidance on relevant information.

The submission from a Board member must be a self-nomination.

The GSF Executive Director will collect and send the nomination materials to the Nominating Committee at least three months prior to the GSF annual meeting. Having identified the candidates, the Nominating Committee will carry out due diligence to ensure that the candidates they recommend to the GSF Board of Directors will be suitable for the position. The Nominating Committee will put forward at least two (2) and up to three (3) nominee recommendations. Each member of the Nominating Committee, including the chair, has one vote to establish the two to three nominees.

6.1.3 Vice President Candidate Due Diligence

The Nominating Committee will contact the candidates to verify their intent to serve if selected.

6.1.4 Vice President Election Process

An electronic ballot will be sent to each GSF Board Member, which will contain a video interview with each candidate conducted by the Nominating Committee chair.

There will be no campaigning allowed by or on behalf of the candidates. This includes (but is not limited to) letters, flyers, electronic mail, phone calls, and any form of soliciting votes in support or promotion of a candidate.

If a violation is observed or reported, the Nominating Committee chair will advise the GSF President who will call an emergency meeting of the GSF Board of Directors to consider the removal of the candidate from consideration.

6.1.5 Vice President Voting Process

The election process of the Vice President will take place via a secret electronic vote prior to the GSF annual meeting.

Each voting member of the GSF Board of Directors holds one vote for the position of Vice President. The nominee who receives the majority of votes for the position of Vice President will be deemed elected, using the process noted below.

- If there are two (2) nominees being put forward, the individual receiving more than the majority of votes will be deemed elected. If there is a tie, the Chair of the Nominating Committee will cast the deciding vote.
- If there are three (3) nominees being put forward, the individual receiving more than the majority of votes will be deemed elected. If there is not a majority reached on the first round of voting, the individual with the lowest number of votes will be removed from the ballot and second vote will be taken. The individual receiving more than the majority of votes in the second round will be deemed elected. If there is a tie of two (2) candidates on the second round of voting, the Chair of the Nominating Committee will cast the deciding vote.

6.1.6 Vice President Succession

The transfer of leadership positions officially takes place at the close of the annual convention at which the GSF is holding its annual meeting. The Vice President will serve for one year in that position, followed by one year as President-Elect, followed by one year as President, and followed by one year as Immediate Past President.

6.2 Steering Committee Nominations and Election

6.2.1 The Nominating Process for Steering Committee members

A call for nominations for the two non-determined Steering Committee positions will be distributed to the GSF Board of Directors at least 30 days prior to the GSF annual meeting. During the 30 days leading up to the GSF annual meeting, nominations will be accepted from member associations. Nominations will also be accepted from the floor during the GSF annual meeting.

6.2.2 Election of Steering Committee members

During the appropriate portion of the GSF annual meeting, the GSF President will:

- Confirm the three (3) Steering Committee members representing the three (3) largest associations by membership count with the Executive Director, based on paid membership numbers 30 days prior to the AGM. To qualify as one of the three largest associations, an association must be GSF full members for at least five (5) years.
- Confirm that those candidates who are nominated for the remaining two positions on the Steering Committee are willing to serve.
- Allow each nominee three (3) minutes to speak to their desire and capabilities to serve on the Steering Committee.
- If there are two or less nominees, the GSF President will state "If there is no objection, we will accept the nominations as presented." If no objections are heard, the President states, "Since there is no objection, the nominations are hereby accepted."
- If there are more than two nominees, the President will call for a secret vote of the Directors. The Executive Director will collate the votes and the two nominees who receive the most votes will be elected. In the case of a tie, the Executive Director will ask the President to cast a tie-breaking vote. Once the voting is complete, the Executive Director will announce the results of the election to the GSF Board of Directors.

7. Global Speaking Fellow

See Addendum E for the Global Speaking Fellow Application Overview & Process

8. Charities and Donations

The GSF Board of Directors may, at their discretion, select and promote a charity or cause provided the charity or cause meets the following criteria:

- does not have any political or religious agendas
- serves an identifiable and worthy purpose
- is administered by a not-for-profit agency
- does not directly benefit any GSF Board of Directors member

See Addendum F for the Charitable Gift/Donation Policy and Guidelines

9. Events and Summits

9.1 Scheduling Events and Global Speakers Summits

The GSF will not host or schedule events in a local member association's nation that competes with their local member association's meetings. GSF may partner with member associations to bring summits and events to their local market. As a courtesy to a Global Speakers Summit (GSS), member associations will not schedule their annual event within a month on either side of a GSS.

The business model for the Global Speakers summit was presented to the previous GSF Executive Council and signed off in January 16, 2017 and provided here as Addendum A.

9.2 International / Global Speakers events at Member Association's Conventions

The GSF may assist as requested in presenting an event for global speaking education, networking and connectivity during a member association convention.

9.3 Awards Presentations

The International Ambassador Award, the Beverly Babb award and any other GSF designated award(s) will be presented in conjunction with a members association annual convention or international event designated by the GSF Board of Directors pursuant to scheduling main-stage time, when possible, with the member association.

New Global Speaking Fellows should be recognized when possible at their own association's annual convention and/or at an annual gathering of the GSF member associations.

10. Standing Committees and Task Forces

10.1 Purpose

Committees and task forces must be given clear purposes, deadlines and, as appropriate, ending dates prior to appointment of members.

10.2 Presidential Leadership Team

The Presidential Leadership Team consists of the GSF President, President-Elect, Vice President, Immediate Past President, and Executive Director. The Presidential Leadership Team serves as the interim governing body between meetings of the GSF Board of Directors.

The Presidential Leadership Team may vote to change policy after notifying the GSF Board of Directors that a policy change is under consideration. Financial decisions that result in expenses of over \$5,000 USD may be made by the Presidential Leadership Team after notifying the Board of Directors that a decision that would impact the expense budget at over \$5,000 USD is under consideration. Budget decisions resulting in less than \$5,000 USD do not need notification.

The result of policy and financial decisions will be distributed to the GSF Board of Directors. Bylaw changes reside under the authority of the GSF Board of Directors.

10.3 Other Committees (need to provide any detailed policies and procedures)

- a. Steering Committee
- b. Nominating Committee
- c. Finance Committee
- d. Strategic Planning Committee
- e. Marketing and Communication
- f. New Association Development
- g. Association Executive Directors
- h. Global Designation

10.4 Committee Chair Term Limits

The term of each Committee Chair for those committees in 10.3 above and any ad hoc committees or task forces established by the GSF President shall be one (1) year, and coincide with the term of office of the GSF leadership team. The term limits of each Committee Chair will be three (3) consecutive terms at which time a Committee Chair must take at least one (1) term off as Chair of that committee. If there is no one who is available or willing to Chair a committee whose existing Chair has reached their term limit, the term limit may be extended by one (1) year upon approval of the Board of Directors.

11. Website and Communications

11.1 Website

The GSF will maintain a website as a communication vehicle to all member associations, the media and the public at large. (www.globalspeakersfederation.net)

11.2 LinkedIn

GSF LinkedIn Group – Speaker Community of the Global Speakers Federation

Approval Process:

- 1 A GSF volunteer who is a member of the group is made manager of the group.
- 2 The manager logs into their own LinkedIn account to take care of the approvals. Potential members do not need to be members of any GSF speakers association to be approved as a member of this group.
- 3 The manager checks in regularly to ensure all posts are within the group guidelines, which state that the group is a place to share resources and best practices, ask questions and create discussions related to global speaking.
- 4 The manager will remove any posts that are self-promotional or spam.

11.3 Facebook

GSF Facebook Group – GSF Speaker Community

Approval Process:

- 1 A GSF volunteer who is a member of the group is made admin of the group.
- 2 The admin logs into their own Facebook account to take care of the approvals. This is a closed group. Members need to be members of any GSF speakers association to be approved as a member of this group.

- 3 The admin will send a direct message in response to membership requests asking if they are a member of a GSF association. If the person responds saying they are, and with proof, then the admin will approve them.
- 4 Here is the direct message that is typically sent:

Hi (name)

Thank you for your request to join the Facebook group GSF Speaker Community. This group is restricted to people who are members of a Global Speakers Federation speakers association. You can see a full list of our associations under the group description. As admin of this group, I would be happy to approve you as a member once you confirm. Please let me know. Many thanks

Typically, the request is left up for 10 days so they have enough time to respond but if they don't, they are declined from joining the group.

- 5 All new posts need to be approved by the admin, who will check into the group regularly to moderate any posts put up by group members. Posts that are within the group guidelines will be approved. Others that do not meet the guidelines will be removed. Guidelines state that the group is a place to share resources and best practices, ask questions and create discussions related to global speaking.
- 6 The admin will remove any posts that are self-promotional or spam.

12. Finance and Dues

12.1 Dues

The annual dues for GSF full member associations shall be set by the GSF Board of Directors at a per member rate, in US dollars, and shall cover benefits and services negotiated on behalf of all member associations. Current benefits and services will be posted on the benefits page of the GSF website.

The annual dues for GSF affiliate members shall be set by the GSF Board of Directors at a fixed rate in US dollars.

12.2 Current Dues

Minimum dues payment from any GSF member association is \$600 (i.e., minimum 40 members at \$15 each).

Dues are set at \$15 USD annually per member of each GSF full member association beginning January 1, 2006. In 2013 the dues structure was adjusted recognizing reduced fees for those associations with membership over 1,000 members and is shown below:

Members	Annual Fee Per Member
40 – 999	\$15.00 (no change)
1,000 – 1,499	\$14.00
1,500 – 1,999	\$13.00
2,000 – 2,499	\$12.00
2,500 - 2,999	\$11.00

Over 3,000	Flat fee of \$30,000
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Annual dues for affiliate members are set at \$995 USD.

12.3 Payments

Dues are payable by the member to the GSF through a secure online credit card payment process or other agreed system. GSF will not collect dues from individual members of member associations and all dues payments are the responsibility of the member association.

Dues payments may be collected in either annual or quarterly payments. By January 15th of each year, member associations are to provide their current member count to the Executive Director and select their preferred invoicing option for the year:

- a. Pay in full via one invoice (dated January 31st) of each year.
- b. Pay in 4 installments invoiced once per quarter (Jan 31, April 30, July 31, Oct 31).

Member associations are to provide quarterly membership counts to the Executive Director so that the GSF can ensure records are up to date and have the information for data and statistical purposes.

12.4 Fiscal Year

The fiscal year of the GSF shall begin January 1st and end December 31st. The presidential travel year is the period between the close of the GSF Annual Meeting of their appointment and the following GSF annual meeting.

12.5 Annual Statements

Annual reconciled financial statements are due to the Presidential Leadership Team by March 1 and presented at the GSF annual meeting for approval by the GSF Board of Directors.

12.6 Credit Card

The GSF may hold a credit card to be used solely for GSF-related purchases with a starting credit limit of USD \$12,000. No balances will be carried on the card and the GSF Executive Director is the authorized user of the card. [July 2008]

13. Reciprocal Agreements

13.1 Reciprocal Meeting Registration Rates

GSF member associations agree to provide member rates at their events and educational programs to members in good standing of other GSF member associations.

13.2 Reciprocal Presidential Registration Rates

GSF member associations agree to provide a complimentary meeting registration for all current member association presidents and complimentary meeting registration for the current GSF President. Member associations, when possible, may provide complimentary,

or cost-recovery, registration rates for Past GSF Presidents. Any other arrangements are at the sole discretion of the member associations.

13.3 Presidential Meeting Attendance

Presidential attendance at any GSF member association event in no way implies a position on a member association's meeting program.

13.4 GSF Dual Membership

All GSF member associations must offer a GSF dual membership category. This dual membership category will allow an active member of a GSF member association to also join another GSF member association at a reduced fee, usually 50% of regular membership fees. The GSF dual member will be granted the rights and privileges of members as allowed by that GSF member association's bylaws.

13.5 GSF Members Presenting at Other Association Events

Based on a long-standing reciprocity agreement and in alignment with the generosity of spirit of the GSF and its member associations, no GSF member association member shall be entitled to receive compensation to speak at another GSF convention, including fees, travel, accommodation, etc. Any compensation is at the discretion of the member associations.

14. Contracts

All contracts that imply financial obligations are the business of individual parties. GSF may make recommendations on benefits and services, but is not authorized to enter into contracts on behalf of individual speakers associations.

15. Benefits and Services

15.1 Benefits of Membership for GSF Member Associations

1. Raise your association's profile by being part of an expanding global community of member associations.
2. Help to enhance the worldwide recognition of the professional speaking industry.
3. Learn and gain support from other member associations.
4. Provide international leadership development for association leaders.
5. Gain access to a global library of valuable resources, templates and guidelines from member associations worldwide.
6. Share best practices, procedures, information and resources between associations.
7. Collaborate with other associations or chapters to gain support and exchange ideas.
8. Develop opportunities with external organizations within the meetings industry and speakers bureaus.

15.2 Benefits for Individual Members of GSF Associations

1. Enhance your credibility by membership of a recognized association that is part of a respected global community.
2. Attend member associations' regular meetings and annual conventions at special members' rates.
3. Learn from some of the best speakers in the world.
4. Keep up-to-date about the latest technology and tools in our industry.
5. Access educational opportunities to improve and advance your speaking career.
6. Establish a network of international friends and connections with like-minded professionals.
7. Earn a globally-recognized designation.
8. Access valuable support and advice from the international community via [social media](#).
9. Learn about the variances in speaking in different global markets as well as travel and cultural specifics.
10. Expand your speaking career globally.
11. Create global business alliances and partnerships.
12. Develop your leadership skills by getting involved in association or Federation leadership.

16. Additional Addendums

Please refer to attached addendums, which by inclusion are included in the Policies of the Global Speakers Federation:

1. Addendum A.1 – Global Speakers Summit Business Model
2. Addendum A.2 - Recommendations for Future Global Speakers Summit
3. Addendum B - US-Based Nonprofit Organization Policies Required by US Tax Law
4. Addendum C - Procedure Document for guiding the nomination questions to ask of a presidential candidate
5. Addendum D - GSF Ethics Resource Pool Policy
6. Addendum E - Global Speaking Fellow: Application Overview & Process
7. Addendum F – GSF Charitable Gift/Donation Policy and Guidelines
8. Addendum G – GSF Board Members – Staggered Term of Office Initial Association Rotation

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Addendum A.1 – Global Speakers Summit Business Model

Proposal Name:	Global Speakers Summit Business Model		
Submitted By:	Elias Kanaris	Title:	Vice President, GSF
Proposal Directed To:	Executive Council <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Executive Committee <input type="checkbox"/> Yes <input type="checkbox"/> No
Urgency	<input type="checkbox"/> By Annual Council Meeting		<input type="checkbox"/> Decision By: January 13 th 2016
Liaisons Consulted			
Executive Committee:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Name(s): <i>Shari Bricks, Michael Smith, Elias Kanaris</i>		
Treasurer:	<input type="checkbox"/> Yes <input type="checkbox"/> No Name(s):		
GSF Staff:	<input type="checkbox"/> Yes <input type="checkbox"/> No Name(s):		
Home Member Assoc. Board	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Name(s): Mike Handcock CSP, Global Speaking Fellow, Sid Ridgley CSP, Kristin Arnold CSP, Paul du Toit CSP, Global Speaking Fellow, Lindsay Adams CSP, HOF, Global Speaking Fellow, Warwick Merry CSP, Paul ter Wal CSP		
Others:			
Motion For Consideration: To accept the document titled GSS Business Model (FINAL-Nov2016) as the recommended business model for the host nation to use for future GSS events.			
Objective/purpose of proposal. What will it accomplish? What GSF goal or strategic objective is addressed?			
<i>To provide consistency in the way that the Global Speakers Summit is organized and to gain the maximum support from GSF associations, while delivering a positive revenue stream for the GSF. At the 2016 Executive Council meeting held in July, it was approved to move forward with the 2018 GSS upon the approval of a proposal on how the GSS and future GSS's would be structured.</i>			
Background, history, research and references:			
<i>FINAL GSS Report (compiled by Kristin Arnold, CSP) delivered in July 2015 (supporting document to this proposal); two committee meetings were held in addition to several one on one consultations</i>			
Benefits to GSF association members:			
<p>If implemented effectively, future GSS events can become a revenue generation tool for the host association and the GSF.</p> <p>In addition, this event should be the hub for leadership teams to congregate every two years to share best practices.</p> <p>Additional benefits of implementing this business model will lead to the following:</p> <ol style="list-style-type: none"> 1. Empower speakers who work globally (as well as those who aspire to break into global markets) and represent a critical segment of associations membership by creating connection opportunities while inspiring and educating speakers. 2. Create awareness of the value of professional speakers in the host country and other local/regional markets without competing with GSF member associations. 3. Provide a positive revenue opportunity for the GSF and the host association. If possible to also provide a revenue opportunity for regional associations and potential partnering organizations, while contributing to a worthwhile cause identified by the host nation and approved by the GSF. 4. Engage the meetings industry and economic buyers by bringing international thought leaders to the region to create positive connections for future business opportunities with the meetings (MICE), hospitality and business communities. 			

<p>5. For GSF member associations an opportunity to participate in roundtables and sessions for association leaders, with the objective of sharing best practices (marketing, membership, ethics, governance, alliances, sponsorship, programming, convention, meeting attendance - to name a few); empowering the network, and nurturing collaboration beyond the usual virtual channels.</p>
<p>Potential concerns of this proposal:</p>
<p><i>All GSF member associations will embrace the GSS, as is currently noted in the GSF Policy and Procedures document and ensure that there are no competing association events within a reasonable time period before and after the GSS (policy #7.1 – Scheduling Events and Global Speakers Summits)</i></p>
<p>Implementation, including funding needed and general time table:</p>
<p>An RFP for meeting space has gone out and proposals have been received for February 2018 – upon acceptance of this proposal the planning team will move forward to secure venue, form the GSS team, etc.</p>
<p>Projected income and expenses expected to impact future budgets:</p>
<p>Upwards of US\$30,000 of revenue to help the GSF to fund future activities and reduce the dependence of funding from the member associations</p>
<p>Supporting Documents: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Description(s): <i>Global Speakers Summit (GSS) Business Model (FINAL November 2016)</i> <i>A Review of the Global Speakers Summit (FINAL GSS Report from Kristin Arnold CSP)</i></p>

Addendum A.2 – Recommendations for Future Global Speakers Summit

Recommendations for future Global Speakers Summit by Sid Ridgley, CSP, GSS 2013 Chair

The GSS Strategy and Governance Project

A critical step for ensuring success of the Global Speakers Summit is to make sure that the Global Speakers Summit Executive Committee (comprising the GSS Chair, GSF and local association Presidents and President-Elects, plus the GSF Executive Director) and staff are all supporting the key strategies and goals. Speedy decision-making is also vital.

Budgeting and Financial Control

Review and re-state the GSS budget/financial plan 6-9 months after an association is awarded the hosting responsibilities of a Summit.

Project Planning

Given that the GSS is over 2+ years in the planning and execution processes, it is imperative that a project plan with defined activities should be in place.

Opinions vs Accountability

The GSF and local association Presidents and President-Elects must continue to support the decisions of the GSS Chair.

The GSS Audience: Who Is Being Served?

If the primary audience is the true global speaker then run it as an intimate Summit, much like a think tank and strategic planning session – not as a convention.

If the primary audience is both local and global, then the GSS Vancouver program is a good starting guide.

Global Speakers Network Session

- Provide GSN members with a nominal discount or 1 free pick to a pre-convention workshop if providing GSN members more value is a true requirement.
- Assuming that the GSS is the GSN session, then consider including a one-year membership in the GSS fee. That is, attending a GSS (full registration) also gives you 1-year membership in the GSN. While it may not generate income because the membership was given away, it will in subsequent renewal years. Existing GSN members would get a nominal discount or 1 free pick to a pre-convention workshop.

Extensive Marketing

Marketing and communications requires strategy and planning, plus the resources to support it.

Any GSS is an opportunity to market the association to local businesses, local prospective members, etc.

Website: A Critical Success Factor

The GSS 2013 website (www.gss2013.com) was critical in its success. We must capitalize on what was learned and continue to push the technology further. It is imperative that a future GSS has its website up and running immediately upon announcement.

Running the Global Speakers Summit 2018 by Mike Handcock, CSP, Global Speaking Fellow

Between February 23 - 26 2018, the Global Speakers Summit (GSS2018) was run in Auckland New Zealand. It included 72 speakers on stage over 4 days and 185 participants from 25 different countries. On Day one another 65 local CEO's and senior corporates joined us for Corporate Day.

The overall event ran at a profit for the first time in a number of years.

The purpose of this report is not to ramble in detail but simply to point out what did and did not work and why, so future organisers of this or any other conference may learn from this event.

Over 2/3rd's of the attendees rated this convention as excellent in the feedback system that followed.

Why the GSS2018 succeeded

The success of the summit came from 5 distinct areas only.

1. Keeping the core team small

The core team was only 6 people including:

- Myself - Chair - Responsible for Program, Speaker Selection, Profit, Ticket Sales, Overall Strategy and Partner Strategy
- Landi Jac - Co Chair - Consultant, Venue Negotiations, Program Advice, System & Procedure from an experience view
- Shari Bricks - Administration, Venue Management, Liaison, Stage Manager and Speaker Management
- Michael Smith - Websites, Technology and AV Management
- Elias Kanaris - Local Ambassador, Partners, Ticket Sales
- Bill James - Partnerships

This small team kept things tight. The incumbent NSANZ President during GSS2018 was inexperienced and unengaged, as were the majority of the NSANZ Board and Members until the last few weeks prior to the start of GSS2018. Having this tight team meant 'no groupthink'. We could move and respond quickly and led to a better event overall, regardless of the input of a greater workload.

In particular, the availability of Shari and Michael and their negotiating skills with the venue and their experience at managing the run-in to and during the event was exceptional. Special recognition of the Bond Exec team has to be noted.

2. The Program

Most events of this nature create a theme and call for speakers to fill that theme. This - in my opinion - leads the event to have a thrown together feel with more keynote styles. The purpose of these conventions are not to listen to a bunch of keynotes; they are to educate, connect and improve people.

We created every step of the 4-day program before we did anything else. Expertise is needed here. We choreographed every session, to follow other sessions that made sense, to not call for big name speakers but to call for the right speakers in the right subjects. This meant a lot more work but gave a much stronger program, which was commented on by many attendees. We often heard that we have raised the bar on these events and we put those comments down to this.

Featured were keynote length plenary sessions of 40 minutes stage time; one 3 hour workshop (which people rated the highest of all sessions); breakouts of 35 minutes; and TED-style talks of 18 minutes. We covered the areas of:

- **Social** - including connection, social media, sales and marketing;
- **Technology** - including data, webinars, apps, LinkedIn etc; and
- **Mechanics** - including stage, building presentations, selling from stage, productisation and more.

We also added important current issues such as diversity, environment, legacy and social contribution. In 72 talks, we made sure there was something for everyone.

The program was also choreographed to the minute, including every song choice:

- Day one was local NZ music;
- Day 2 was Rock standards;
- Day 3 was Icons; and
- Day 4 was Dance Music.

Every song was especially chosen as was every song for when a speaker came or left stage. In addition, a variety of videos showcasing NZ, messages around the theme and entertainment were included. This extended to the live entertainment that was organised, including the 13-year-old (signed by Lorde's management), who closed the event singing 'We are the World' acapella.

3. Partners

We did not have sponsors we had *partners*. The investments for our partners ranged from \$24,000 to \$2,000. I am pleased to report that we raised over \$70,000 in partnership funds.

This was a very difficult area and we suffered from not having a partnership team. In fact, the responsibility fell to one person, Bill James, supported by Elias, Landi and myself. NSANZ really dropped the ball here, yet regardless of us hitting only 50% of our budget, we perceived that we gained more in real partnership dollars than other conferences. Given the size of GSS2018 (it was approximately six times smaller than NSA US in size), it could be argued that overall what was raised was indeed a huge success.

We featured partners, gave them stage time in the breakouts, had the booths right in the flow of traffic and gave them killer deals in terms of what they received for their partnership dollars.

If we had a team on ground, we could have nailed this target and got very profitable.

4. Corporate Day

In the lead up to proposing New Zealand as the location for GSS2018, the NSANZ Board worked in conjunction with local bodies such as Tourism New Zealand and the Auckland Convention Bureau (part of Auckland City Council). It was a strong requirement that GSS2018 be used as a vehicle to expose international Speakers to the New Zealand business community.

This translated itself into the Corporate Day, which extended to allowing us to invite non-Speakers to attend GSS2018. To attract these delegates to the event, we invited clients off our own lists, ran preview events (such as the 'Tight 5') and pitched at networks such as BNI, TNG etc. This resulted with 65 leaders of business joining us for the first day. A few bought tickets for the whole event and some chose to come to other sessions outside Day 1. Corporate Day gave a different buzz in the room, showed international delegates that NZ could get business leaders in the room to listen to them and some even got speakers booked.

Our idea of international speakers connecting with their embassies also brought further work and talks for the Dutch and French speakers who took up the idea.

5. Non-Reliance on Social media and Reliance on Pro-Active Marketing

We decided early that traditional marketing such as Facebook and expecting the GSF Ambassadors and Presidents of Associations to support the event would leave us too exposed to others' whims and fancies. We decided the only way to sell tickets was to get right on the front foot and go head to head with the market. What worked was:

- The online lunch party and webinar which sold about 60 tickets;
- Visits and talks at various Associations around the world;
- Walking table to table at NSA US in Orlando at lunch and personally inviting people;
- Making phone calls to key people and asking them to come and recommend it to their list;
- Pitching GSS2018 to NSANZ meetings at least 4 times. The result was an over 50% of attendees were from New Zealand, and >75% of NSANZ members purchased tickets;
- Other webinars and online workshops; and
- Asking those chosen to speak to personally invite people they know who should be there.

What didn't work

Very little! However, there were areas where I would suggest we wasted valuable time and resources, such as:

- Expectations on Associations and Ambassadors to assist. Very few did anything at all.
- Allowing non-screened 'talent' to do 5-minute slots. This was a last-minute thing to add colour to the event and allow attendees to shine in some unique skills they have. They didn't. We had two poor singers on stage and one very disrespectful comedian at the charity event.
- Having NON-professional Partnership Salespeople. Bill James did a wonderful job, but from the start I was out voted on paying up to 50% commission to professional outfit who would close sales on partnerships. I would suggest any future chair hires professionals and pays a percentage very early on to secure well-paying partners.
- Not having an appointed accountant that could produce timely financial reports hindered our ability to provide accurate and up-to-date information on the profitability of this event. It is recommended that this position be considered a priority for future GSS events.

Disappointments

The following are stated as disappointments and warnings/considerations for other conferences going forward:

- There was limited assistance from the NSANZ President and Board (excepting Bill James and Elias Kanaris). Poor leadership led to us really carrying all the weight of the organising toward the latter stages when we required assistance to finalise volunteers, ticket sales and partnerships.
- There was limited assistance from other Associations, Presidents or Ambassadors. It appeared that most Ambassadors did not engage, regardless of promises to do so.
- Last minute cancellations of Speakers and other Speaker issues. Overall, I found the professionalism lacking in numerous Speakers who were involved in presenting. It was evident that overall the global community has a scarcity mentality, regardless of an air of it being a positive place to be involved. I see this as a major task for GSF to address and the reason why overall our standards for CSP are so low globally. It was also evident that very few Speakers can actually market and sell their services. This again is affecting the industry globally in terms of competing with savvy subject matter experts.
- There was one notable issue of service from within the venue and the service that they offered – the bar was not well manned causing some people a poor experience in this area.
- The Charity Auction missed the mark and the comedian that we used set up the room poorly.

WOW Moments

There were several wow moments in front of and behind the scenes:

- MC Ngahihi O Te Ra Bidois. Whilst he is no longer an NSANZ member he stepped up and was a brilliant Ambassador and highlight.
- The Sky City hotel was a premier destination. Our negotiation saved close to \$100k in fees and AV costs. We negotiated hard. The food was excellent, and the AV was some of the best in the world. We worked hard on stage design and mood and it worked well.
- Suzy Lynch - local icon singing the National Anthem.
- 13-year-old singer closing with 'We are the World'.
- Speeches by Fredrik Haren, Ennette Pauze, Ilja Grwkowski, Paul Huschilt were rated very highly.
- Gala Dinner and singing by Karen Jacobsen.
- Seeing the theme 'From Leadership to Legacy' lived out by many speakers.
- Raising around \$15,000 for our chosen charity 'The Global Dialogue Foundation'.
- The knock-on effect of hosting GSS2018 for NSANZ was that it attracted a further 15 Members to join the Association.

In summary, the program was excellent, venue the best fit for the convention of its type and delivered by a small and committed core team with a great overall result.

If I ran this again I would do three things differently.

1. Save money on a unique venue and gone away from the mainstream expectation. This could have saved \$50K - \$80K.
2. Put on a sales team for partnerships on a profit split from Day 1
3. Planned more previews to sell tickets locally and put a key sales person into each association conference to sell tickets internationally.

Mike Handcock
Co Chair GSS2018
14 April 2018

Running the Global Speakers Summit 2018 by Elias Kanaris

This document is written to supplement the report produced by Mike Handcock, Co-Chair GSS2018. It has been written to allow us to share additional experiences that would help other associations looking to run a Global Speakers Summit (GSS) in the future.

Learning lessons from GSS2018

There are 5 main learning lessons that I would like to share.

6. Pre-planning

Prior to applying to host the GSS, NSANZ worked closely with local agencies to help prepare a proposal which we submitted to the GSF. Here are a cross section of the agencies that we worked with:

- Tourism New Zealand
- Auckland Convention Bureau
- Auckland Tourism, Events and Economic Development (ATEED)
- Event Dynamcis (a PCO)

These organisations helped us to provide information on the location, travel and economic outlooks, as well as address the safety of the region. Our PCO was also able to help us to produce initial budgets (including indicative quotes from the venues that were most likely able to host GSS) which were used to estimate break-even points.

And organisations like ATEED provided funding to bring Shari and Michael over to New Zealand to undertake site visits, which helped us to reduce costs.

7. Accounts and Payment Portals

It is essential that you start the project with a payment gateway that can accept payments from international locations. For example, when GSS2018 was launched, we tried to use PayPal to collect payments for the Super Early-Bird non-refundable deposits. Unfortunately, for many APSS Members, PayPal did not work in Singapore and they were declined. This resulted in the loss of about a dozen potential ticket sales.

Select a gateway like Stripe, which can be configured from day one for the pre-launch.

Make sure that you have an accountant on hand and that you set up a specific bank account to allow you to track and audit ALL financial transactions. Ensure that you select ONE ticket registrations system (i.e. do everything through your website and not through Eventbrite as well).

Have a qualified accountant appointed that can guide you on local tax issues (such as GST) and that can produce weekly updates and reports.

8. Get Board Involvement Up-front

On reflection, NSANZ went through a massive change in Board members half-way through the year. This proved to be very disruptive as many of the new Board members were not aware of historic decisions. On-boarding of new Board members needs to be carefully considered and implemented. Additionally, it is important that the whole Board engages with the project and takes responsibility as they have to account for potential losses should they occur.

9. Partnerships and the Corporate Day

One of the requirements from our local agencies (with ATEED being the most vocal) was for GSS2018 to have a day where local businesses could attend. In conjunction with this happening, we launched a Partnership program, which helped to make GSS2018 profitable.

When looking at partnerships going forward, make sure that:

- 1) You have more than one person heading the partnership program
- 2) You offer a '3D Partnership Program'. In our case, we approached partners and said, "Instead of you paying a speaker to speak at your next conference, here's a list of speakers who are willing to divert their fee and allow you to pay that towards GSS2018." This was a \$5K investment that helped to balance the books.

10. Non-Reliance on Social media and Reliance on Pro-Active Marketing

Use the speakers at GSS to record a short 90 – 120 second video to be used for promoting their session and the GSS in general. These need to be top and tailed to brand GSS and can be used effectively via social media.

Once produced, ask the speaker to share it via their social media channels and put it onto a dedicated GSS Page where you can mix them up with memes produced to entice speakers to attend. And consider getting a local celebrity to become the face and voice for short video messages that can attract a wider corporate audience.

I trust these simple ideas will help the next association looking to bid for GSS2020.



Elias Kanaris

President Elect, GSF
22 June 2018

Addendum B

[adopted July 2009]

US-Based Nonprofit Organization Policies Required by US Tax Law

The Internal Revenue Service (IRS) of the US has issued a new Form 990 annual tax return/report that must be submitted by most federal income tax exempt organizations including trade associations and professional societies. The new form is a result of key committees in the US Congress expressing the need for greater disclosure and improved governance in non-profit tax-exempt organizations. In order for the GSF to comply with these recent requirements, the policies listed below are officially adopted by the Board of Directors as part of our governance.

Not all of the verbiage in these policies currently applies to the GSF but may in the future. For that reason, those sections that are not currently applicable have been left in the document and do not require that we create new processes until there is applicability.

Whistleblower Policy

This Whistleblower Policy of the GSF:

- (1) encourages staff and volunteers to come forward with credible information on illegal practices or serious violations of adopted policies of the Organization;
 - (2) specifies that the Organization will protect the person from retaliation; and
 - (3) identifies where such information can be reported.
- 1 Encouragement of reporting. The Organization encourages complaints, reports or inquiries about illegal practices or serious violations of the Organization's policies, including illegal or improper conduct by the Organization itself, by its leadership, or by others on its behalf. Appropriate subjects to raise under this policy would include financial improprieties, accounting or audit matters, ethical violations, or other similar illegal or improper practices or policies.
 - 2 Protection from Retaliation. The Organization prohibits retaliation by or on behalf of the Organization against staff or volunteers for making good faith complaints, reports or inquiries under this policy or for participating in a review or investigation under this policy. This protection extends to those whose allegations are made in good faith but prove to be mistaken. The Organization reserves the right to discipline persons who make bad faith, knowingly false, or vexatious complaints, reports or inquiries or who otherwise abuse this policy.
 - 3 Where to report. Complaints, reports or inquiries may be made under this policy on a confidential or anonymous basis. They should describe in detail the specific facts demonstrating the basis of the complaints, reports or inquiries. They should be directed to the Organization's chief employed Executive or Chairman of the Board of Directors; if both of those persons are implicated in the complaint, report or inquiry, it should be directed to the Vice President of the Board of Directors. The Organization will conduct a prompt, discreet, and objective review or investigation. Staff or volunteers must recognize that the Organization may be unable to fully evaluate a vague or general complaint, report, or inquiry that is made anonymously.

Joint Venture Policy

This Joint Venture Policy of the GSF requires that the Organization evaluate its participation in joint venture arrangements under US federal tax law and take steps to safeguard the

Organization's exempt status with respect to such arrangements. It applies to any joint ownership or contractual arrangement through which there is an agreement to jointly undertake a specific business enterprise, investment, or exempt-purpose activity as further defined in this policy.

1) Joint ventures or similar arrangements with taxable entities. For purposes of this policy, a joint venture or similar arrangement (or a "venture or arrangement") means any joint ownership or contractual arrangement through which there is an agreement to jointly undertake a specific business enterprise, investment, or exempt-purpose activity without regard to:

(1) whether the Organization controls the venture or arrangement;
(2) the legal structure of the venture or arrangement; or
(3) whether the venture or arrangement is taxed as a partnership or as an association or corporation for federal income tax purposes. A venture or arrangement is disregarded if it meets both of the following conditions:

a) 95% or more of the venture's or arrangement's income for its tax year ending within the Organization's tax year is excluded from unrelated business income taxation [including but not limited to:

(i) dividends, interest, and annuities;
(ii) royalties;
(iii) rent from real property and incidental related personal property except to the extent of debt-financing; and
(iv) gains or losses from the sale of property]; and

b) The primary purpose of the Organization's contribution to, or investment or participation in, the venture or arrangement is the production of income or appreciation of property.

2) Safeguards to ensure exempt status protection. The Organization will:

(a) negotiate in its transactions and arrangements with other members of the venture or arrangement such terms and safeguards adequate to ensure that the Organization's exempt status is protected; and

(b) take steps to safeguard the Organization's exempt status with respect to the venture or arrangement. Some examples of safeguards include:

(i) Control over the venture or arrangement sufficient to ensure that it furthers the exempt purpose of the organization;
(ii) Requirements that the venture or arrangement gives priority to exempt purposes over maximizing profits for the other participants;
(iii) That the venture or arrangement not engage in activities that would jeopardize the Organization's exemption; and
(iv) That all contracts entered into with the organization be on terms that are arm's length or more favorable to the Organization.

Policy on the Process for Determining Compensation

This Policy on the Process of Determining Compensation of the International Federation for Professional Speakers applies to the compensation of the following persons when employed by the Organization: The Organization's chief employed executive.

The process includes all of these elements:

(1) review and approval by the compensation committee of the Organization;
(2) use of data as to comparable compensation; and

(3) contemporaneous documentation and recordkeeping.

1. Review and approval. The compensation of the person is reviewed and approved by the compensation committee of the Organization, provided that persons with conflicts of interest with respect to the compensation arrangement at issue are not involved in this review and approval.

2. Use of data as to comparable compensation. The compensation of the person is reviewed and approved using data as to comparable compensation for similarly qualified persons in functionally comparable positions at similarly situated organizations.

3. Contemporaneous documentation and recordkeeping. There is contemporaneous documentation and recordkeeping with respect to the deliberations and decisions regarding the compensation arrangement.

Document Retention and Destruction Policy

This Document Retention and Destruction Policy of the GSF identifies the record retention responsibilities of staff, volunteers, members of the Board of Directors, and outsiders for maintaining and documenting the storage and destruction of the Organization's documents and records.

1) Rules. The Organization's staff, volunteers, members of the Board of Directors and outsiders (i.e., independent contractors via agreements with the Organization) are required to honor these rules:

- (a) paper or electronic documents indicated under the terms for retention below will be transferred and maintained by the administrative staff;
- (b) all other paper documents will be destroyed after three years;
- (c) all other electronic documents will be deleted from all individual computers, data bases, networks, and back-up storage after one year; and
- (d) no paper or electronic documents will be destroyed or deleted if pertinent to any ongoing or anticipated government investigation or proceeding or private litigation.

2) Terms for retention.

a Retain permanently:

- Governance records — Charter and amendments, Bylaws, other organizational documents, governing board and board committee minutes.
- Tax Records — Filed state and federal tax returns/reports and supporting records, tax exemption determination letter and related correspondence, files related to tax audits.
- Intellectual property records — Copyright and trademark registrations and samples of protected works.
- Financial records — Audited financial statements, attorney contingent liability letters.

b. Retain for ten years:

- Pension and benefit records — Pension (ERISA) plan participant/beneficiary records, actuarial reports, related correspondence with government agencies and supporting records
- Government relations records — State and federal lobbying and political contribution reports and supporting records.

c. Retain for three years:

- Employee/employment records — Employee names, addresses, social security numbers, dates of birth, INS Form I-9, resume/application materials, job descriptions, dates of hire and termination/separation, evaluations, compensation information, promotions, transfers, disciplinary matters, time/payroll records, leave/comp time/FMLA, engagement and discharge correspondence, documentation of basis for independent contractor status (retain for all current employees and independent contractors and for three years after departure of each individual).
- Lease, insurance, and contract/license records – Software license agreements, vendor, hotel and service agreements, independent contractor agreements, employment agreements, consultant agreements, and all other agreements (retain during term of the agreement and for three years after the termination, expiration, and non-renewal of each agreement).

d. Retain for one year:

- All other electronic records, documents and files – Correspondence files, past budgets, bank statements, publications, employee manuals/policies, procedures, survey information.

3) Exceptions. Exceptions to these rules and terms for retention may be granted only by the Organization's chief staff executive or Chairman of the Board of Directors.

Conflict of Interest

This Conflict of Interest Policy of the GSF:

- (1) defines conflicts of interest;
- (2) identifies classes of individuals within the organization covered by this policy;
- (3) facilitates disclosure of information that may help identify conflicts of interest; and
- (4) specifies procedures to be followed in managing conflicts of interest.

- 1 Definition of conflicts of interest. A conflict of interest arises when a person in a position of authority over the organization may benefit financially from a decision he or she could make in that capacity, including indirect benefit financially from a decision he or she could make in that capacity, including indirect benefits such as to family members or businesses with which the person is closely associated. This policy is focused upon material financial interest of, or benefit to, such persons.
- 2 Individuals covered. Persons covered by this policy are the organization's officers, directors, chief employed executive and chief employed finance executive.
- 3 Facilitation of disclosure. Persons covered by this policy will annually disclose or update to the Chairman of the Board of Directors on a form provided by the organization their interests that could give rise to conflicts of interest, such as a list of family members, substantial business or investment holdings, and other transactions or affiliates with business and other organizations or those family members.
- 4 Procedures to manage conflicts. For each interest disclosed to the chairman of the Board of Directors, the Chairman will determine whether to: (a) take no action; (b) assure full disclosure to the Board and other individuals covered by this policy; (c) ask the person to recuse from participation in related discussions of decisions within the organization; or (d) ask the person to resign from his or her position in the organization or, if the person refuses to resign, become subject to possible removal. The organization's chief employed executive or chief employed finance executive will monitor proposed or ongoing transactions for conflicts of interest and disclose them to

the Chairman of the Board of Directors in order to deal with potential or actual conflicts, whether discovered before or after the transaction has occurred.

Conflict of Interest Forms will be distributed at the beginning of every budget year in January to be completed, signed and returned to the Organization's office.

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Addendum C

Procedure Document for guiding the nomination questions to ask of a Vice Presidential candidate

After the GSF Secretary or appointed staff has collected the nominations and contacted the nominees to verify their intent to serve if elected, the GSF Secretary or appointed staff will send the appropriate request for information to the nominee for them to complete and submit for the nominating committee's evaluation process. Once the information is returned, the GSF Secretary or appointed staff will compile the information for the nominating committee in the following format:

- Nominee's Name
- Nominating Board of Directors (in the case where one nominee received several different nominations, the names of all Boards will be listed)

Qualifications attached including:

- Brief personal history, education, career
- Experience in the speaking business
- Experience in leadership in home association
- Awards, honors, earned designations

Responses to nominations questions

The following are examples of what should be included:

- Why do you want to be President of GSF?
- What skills and experience do you have that qualify you to lead GSF successfully?
- How would you describe your style of leadership?
- What positions of responsibility have you held in your home association?
- What are the three most important lessons you've learned from the positions you have held?
- What languages do you speak?
- What will the GSF look like at the end of your presidential term?
- What concerns you about the future of the GSF?
- What are the greatest opportunities available to the GSF?
- What role should the Board of Directors and/or Steering Committee play in creating opportunities and how would you facilitate this role?
- What is your strategy for better utilizing technology to connect and communicate with the GSF members?
- What is the priority work of the GSF that needs to be addressed within your leadership term?
- How can we serve our Associations so that they provide quality professional development and make sure their organizations is relevant?

Nomination Criteria

Skills and Abilities:

- Demonstrated ability to develop strong relationships
- Recognized as a leader in their home nation
- Excellent communication skills
- Committed to the overall mission of the Federation to support and encourage member associations
- Professional

- Able to see an issue from a variety of positions
- Globally aware and internationally astute
- Demonstrated an ability to adopt an international perspective on issues and relationships

Speaking Expertise and Experience:

- Demonstrated and recognized skills on the platform
- Although not required, it is helpful to hold the CSP designation
- Established, successful speaking business
- Adequate resources to support the travel and schedule commitments of the position

Level of leadership experience in member association:

- Demonstrated leadership abilities at a senior level; having served as an officer or board member at their speaker association's national level.
- The Federation president must understand how associations work in order to support their ability to be effective as the leader of the Federation.

###

Addendum D

GSF Ethics Resource Pool Policy (May 2014)

In 2005, The Global Speakers Federation created an Ethics Resource Pool.

Here's the relevant information

Background:

The Federation exists to do those things that individual member associations cannot practically do for themselves.

One of these is to provide a mechanism for input to/resolution of ethics issues for the member associations. Some of the associations are too small to have an "ethics committee" that would have any perception of independence or impartiality. All of them have the potential of a situation arising where obviously arms-length input could be a valuable thing.

The Ethics Resource Pool is a list of people, from which an ad hoc "committee" could be chosen, if and when the need might arise. The maximum size of any given committee would be 7 people, out of those on this list.

It is specifically noted that such a committee does not have the power to impose resolution, nor make binding judgments. It can only advise the association, or make recommendations. Each association will then take whatever action it deems appropriate.

The Pool is not available to individuals. It is a resource to 'member associations' only.

This pool is made up of people who are recognized for their high personal integrity and have sufficient expertise in the business to provide valuable input.

This is not a pro-active or standing committee and only comes "into existence" should it be called upon to serve. At the conclusion of any given undertaking, the committee reverts to dormant.

Below is the relevant excerpt from the official minutes, and a list of those who have agreed to serve.

" . . . a pool of 25 to 35 individuals whose high personal integrity is globally recognized, so that any member association could form, from this pool, an ad hoc ethics committee should they have need to do so or have need of a source for commentary on ethics issues."

Ethics Resource Pool, May 2014:

Alan Stevens	UK	new	
Amanda Gore	Australia	new	
Beverly Babb	USA	new	
Claudia Haider	Germany	new	
Dale Irvin	USA	new	Australia 5
David Penglase	Australia	original	
David Price	Australia	original	Canada 5
Derek Arden	UK	new	
Gaby Graupner	Germany	new	Germany 3
Glen Capelli	Australia	original	
Janelle Barlow	USA	new	
John Molidor	USA	new	New Zealand 1
Kit Grant	Canada	original	
Lindsay Adams	Australia	new	Singapore 1
Lisa Ford	USA	new	
Marjorie Brody	USA	new	South Africa 1
Mike Kerr	Canada	new	
Naomi Rhode	USA	new	UK 3
Paul ter Wall	Holland	new	
Peter Brandl	Germany	new	USA 11
Randy Pennington	USA	original	
Robyn Pearce	New Zealand	new	Total 32
Roger Harrop	UK	new	
Ron Kaufman	Singapore	original	Returning : 10
Scott McKain	USA	new	First Term : 20
Stef DuPlessis	South Africa	new	
Susan Sweeney	Canada	new	
Terry Paulson	USA	original	
Tom Stoyan	Canada	new	
W. Mitchell	USA	original	
Warren Evans (deceased)	Canada	original	

Procedures & Protocols:

1. An association Executive Director forwards an ethics "file" to the GSF Executive Director.
2. GSF ED reviews and determines an appropriate committee chair from the Resource Pool. GSF ED forwards file to the committee chair.
3. GSF ED sends this Resource Pool list to each of the two parties with instructions for each of them to choose three names from the list that they would like to see on the committee and return their choices to the GSF ED. (Association ED(s) have no further, active role in this process).
4. Chair will choose one name from each party's list of three to create the committee.
5. Committee will determine if the issue at hand requires a larger committee to address the issue. If so, step 3 is repeated with the full Resource Pool list minus the previous 6 names chosen by the parties sent back to the two parties involved. (The committee membership is a maximum of seven and numbers should be adjusted accordingly).
6. Chair will advise GSF ED if additional information is required from the parties and the GSF ED will collect and forward same.
7. Chair will forward committee's findings* to GSF ED who will forward to the respective parties and association ED(s).
8. Committee returns everything received from each party to that party, keeping only a copy of their findings*.
9. Committee disbands.

*The committee has no power to impose decisions, penalties, binding judgments, or other remedies. It can only advise the association, provide analysis, offer opinion, and make recommendations. Each association will then take whatever action it deems appropriate.

Addendum E

GLOBAL SPEAKING FELLOW: APPLICATION OVERVIEW & PROCESS

A Global Speaking Designation

(July 2020)

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BACKGROUND AND OVERVIEW

The Global Speakers Federation (GSF) is the world-wide professional body serving the interests of their member speaker associations, advancing speaking globally, and connecting the professional speaking community globally. In alignment with the GSF mission, working with member associations, and in response to the expanding international nature of the needs of global speaking members, international clients, and global audiences, GSF has established the framework for a designation that recognizes professional speakers successfully presenting at a global level.

The Global Speaking Fellow is conferred by the individual's home association on members who hold the Certified Speaking Professional (CSP) designation or the Fellow of the Professional Speaking Association (FPSA) and who have sustained a successful speaking business across numerous global geographical regions. The designation Global Speaking Fellow indicates recognition by peers and clients of global speaking competence and experience. ***For purposes of this document, the notation "CSP" in subsequent sections includes approved equivalent designations of the GSF member associations including FPSA of PSA UKI, CSP of PSA, and CSP of NSAUS.***

Support for high-level professionalism in the global speaking profession promotes the wider use of accomplished professional speakers and expands the credibility and value of all global speakers. Bringing value to the global meetings industry supports effective partnerships between speakers and those who hire them and it fosters confidence in the markets of GSF member associations and emerging speaking associations. This confidence plays an increasingly important role as a driver and facilitator of the adoption and high-quality implementation of high standards in those regions of the world with emerging markets for professional speaker services.

This designation is a leading indicator that a professional speaker who has earned the Global Speaking Fellow is competent in the core competencies unique to global speaking. The competency structure was developed with the input of global speakers and global meetings industry professionals and is designed around the professional skills and behaviors demonstrated by a successful global presenter.

VALUES, MISSION, AND STRATEGY

This designation comes from the alignment of GSF organizational Values, Mission, and Strategy. The GSF Three Pillars Strategy document (Appendix A) provides the tactical direction for the work of the Federation and is based on the following foundations:

Values: Growth and enhancement of the speaking profession is best served by continually enhancing the talent, ethics, and business acumen of individual associations and practitioners.

Mission: The GSF is a global framework for independent speaking organizations to collectively serve the interests of their individual members while advancing and connecting the professional speaking community worldwide.

Strategy: The GSF is a mechanism of affiliation through which independent associations for professional speakers around the world can serve these interests by providing members with greater access to professional education materials and access to one another's educational programs.

HISTORY

Since its formation in 1997 (and official launch in January 1998), the GSF has been serving its member associations with a mechanism for sharing resources and providing affiliation among independent speaker associations around the world.

In 2012, the GSF leadership advanced a strategy to deliver educational content unique to the work of a global professional speaker. Leadership began developing the body of knowledge around a successful and sustained global speaking professional working across international regions and continents. This body of knowledge advances the professional development opportunities of those seeking to expand their speaking business on a global scale and provides the framework to evaluate competency in the field of global speaking. Originally called CSPGlobal, the first class of 23 recipients was conferred during the 2013 Global Speakers Summit in Vancouver. Subsequently, after discussion, the GSF Executive Council approved to change the name to Global Speaking Fellow in January 2016.

Support of high-level professionalism in the global speaking profession promotes the wider use of accomplished professional speakers and expands the credibility and value of all presenters. To that end, the GSF has undertaken the work to identify the competencies and standards of a professional global speaker, to promote the high standards, to recognize those who achieve the standards, and to foster collegial and supportive networks within the community of CSPs working on a global level.

COMPETENCY FRAMEWORK

Successfully working across continents as a global presenter requires business acumen, specialized knowledge, and mastery of key competencies unique to presenting in global markets. The key competencies of a successful global speaker and the component elements of these competencies are a part of the body of knowledge and educational content developed exclusively by the GSF. The GSF seeks to deliver educational content and tools that will improve the success of global professional speakers, reduce risks for international clients, and increase value for global audiences.

With the input of global meeting professionals, international bureaus, global speakers, and research data that explored the standards for conferring global designations by associations across professions and industries, the GSF identified four core competency areas of global speaking:



These competencies provide the framework for evaluating mastery of a speaker’s capabilities in global markets. The measures of continued success in global markets, the input of those who hire professional speakers, and the assessment of the knowledge the speaker conveys are combined to determine an applicant’s grasp and capability within the competencies. Only the top-rated competencies are utilized in the evaluation of the applicant’s suitability for the designation. The full list of identified competencies appears in this document (Appendix B) and may be utilized to create an educational curriculum that can be made available to speakers interested in pursuing work as an international speaker.

Each competency has several components that were developed by key professionals, under the guidance of an education committee, into modules to help professional speakers learn from the experience and insight of others. Each competency list is arranged in order of importance as determined through surveys and interviews. Those competencies ranked highest are a part of the Global Speaking Fellow assessment criteria.

Competency 1: Global Communication Competency

Customize content for appropriateness and applicability

Demonstrate sensitivity to culture and manage communication appropriateness

Work successfully with interpretation professionals and communication technology - both simultaneous and delayed

Customize delivery style, both in-person and/or live virtual presentations, for place and culture

Competency 2: Global Business Competency

Adhere to global business conduct standards and maintain high integrity

Navigate the unique realities of networking in global markets

Market and sell services in global markets

Identify and work with promotion and media relation professionals worldwide

Understand the expectations and the difference between being hired in a location or sent to a location

Competency 3: Global Travel Competency

Make cost-effective choices for flight and ground transportation options

Navigate the systems of visas and unique usage circumstances with passports

Know how to navigate time zones and manage currency exchanges

Competency 4: Global Events Competency

Understand local traditions and how those will impact the event and presentations, in-person and/or live virtual

Maintain awareness of planner and client expectations that differ from home events

Manage the nuances of scheduling for events and how to adjust in the moment

Know the protocol for interacting with attending dignitaries

CRITERIA TO EVALUATE COMPETENCE

The Global Speaking Fellow designation is conferred on those who have proven mastery of the core competencies over a minimum of three years, who have received favorable reviews by the clients who have hired them, who have demonstrated sustainability as a global presenter, who have presented professionally in a designated percentage of the macro geographical (continental) regions / geographical sub-regions as defined by the United Nations, and who have passed an internal review by an evaluation team composed of Global Speaking Fellows.

APPLICATION PROCESS

Applicants apply through their member association, who, in turn, verify that the candidates currently hold the CSP designation, are a member in good standing, and have no outstanding ethics violations or other sanctions by their member association in the last 60 months. The evaluation is performed by the Global Speakers Federation. Upon approval, the designation is conferred by the member association. The process flow is documented in Appendix E.

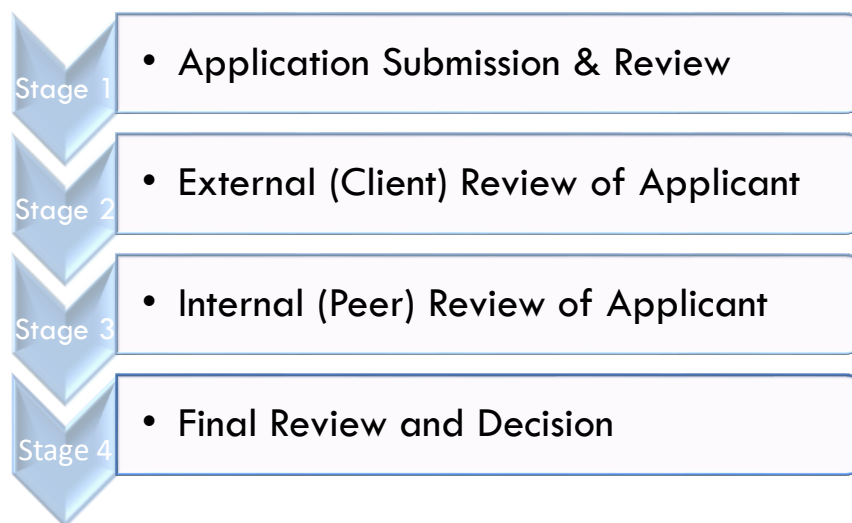
The application process is designed to determine if an applicant has met the standards and criteria of the Global Speaking Fellow designation. CSPs who achieve this global designation may display the mark on their collateral materials and notify the hiring public that they are a Global Speaking Fellow with GSF-verified global speaking experience and competence.

Applicants must demonstrate proficiency in each competency area through submitted evidence documenting their attainment of the experience standards, through client evaluations, and through peer verification that they have mastered the competencies. The rigorous multi-stage process is confidential to the participants involved and is managed primarily through online mechanisms. All applicants also agree to uphold the global speaking Code of Conduct. This Code supplements the Code of Professional Ethics provided through the GSF membership associations.

The application and client evaluation process are designed to support the determination of the appropriateness for conferring the Global Speaking Fellow designation on those global professional speakers who have achieved the standards of the designation and exhibited mastery of the global presenter competencies. The final part of the process involves an internal review of the applicant's submitted materials and video. The internal review is performed by global speakers from the pool of Global Speaking Fellow designation holders.

The application follows a multi-stage process and each stage has a number of component elements that are verified, reviewed, and tested.

THE STAGES OF THE APPLICATION PROCESS



Each stage of the application must be successfully completed prior to moving to the next stage. The process takes approximately three months to complete from the date of application submission. The application stages have a number of specific parts and these are listed below.

Stage 1: Application Submission & Review

Part 1: Applicant Information – contact information, CV/resume, areas of expertise, membership information

Part 2: Global Speaking Experience – dates, regions, contact information, fees (note that an independent audit is performed)

Part 3: Adherence to Professional Integrity – signature check on Code of Conduct

Part 4: Link to applicable video footage (**or** equivalent) of applicant

Part 5: Submission of administrative application fee

All forms for the Application Submission are provided via member’s home association Website or can be obtained at the GSF website submission portal. The forms include detailed instructions to assist in their completion. The Application Submission is completed through the secure GSF website portal, which is usually linked to the member’s home association website.

Applicants may be asked to provide detailed information on specific engagements, in-person and/or virtual, within their application. By submitting an application, the applicant agrees to make available the requested documentation to an independent GSF staff person reviewing the application. The GSF staff person is not a member of GSF and all fee information provided is confidential. All documents will be held securely.

Once Stage One is completed and Application materials are verified, and if a pass is issued, the External (Client) Review Process is initiated.

Stage 2: External (Client) Review of Applicant

The External Review consists of a standardized evaluation form that will be sent to a random selection of global clients provided in the Application submission process. The responses to this form are assessed by the evaluation team. Once Stage Two is deemed as passing, the application is moved to the Internal (Peer) Review Process.

Stage 3: Internal (Peer) Review of Applicant

The Internal Review consists of the evaluation team assessing the submitted materials and video. If additional questions or clarifications are required, a verbal interview may be scheduled with the applicant.

Stage 4: Final Review and Decision

The information from Stages 1, 2 and 3 are provided to the GSF Global Designation committee who will render a final decision. The applicant and home association will be notified of the final decision. Recognition of the achievement will ideally take place during their home association's annual convention and/or during a Global Speakers Summit.

Global Speaking Fellow: Experienced, Credible, Globally Competent

APPLICATION STAGES DETAIL

Stage One: Application Submission & Review

The home association qualifies that the applicant is a CSP, is a member in good standing, and has no outstanding ethics violations or other sanctions by his/her member association in the last 60 months. The application then goes to the GSF where it is determined if the applicant is speaking professionally on a global level. This is done by verifying the completed engagement form indicating speaking experience specific to the applicant's global work over the last 60 months. All engagements must be fee-paid and/or consist of same day product sales.

Stage One includes the following:

- A minimum of 36 in-person and/or live virtual presentations in the most recent 60 months prior to application. Pre-recorded presentations do not qualify.
- Presentations must span a minimum of three (3) of the five (5) major regions identified by the United Nations, with a minimum of two (2) countries in each region (see Appendix D). Note that these criteria were updated in 2017 and changed from the original qualifications. For live virtual presentations, the country the majority of viewers are located in will be considered the target country for the presentation.
- Link to online video(s) – at least one for each format (i.e., in-person or live virtual). The video(s) must be an unedited and continuous for at least 30 minutes.
- Global events in the domestic market may be listed when the audiences are international with a cultural-linguistics set differing from the applicant. The makeup of the audience is critical to the measure. All local-market engagements will be audited to assure the audience was primarily different from the presenter in language and cultural practices.
- All engagements listed are paid, either through a fee or product sales the same day of the engagement, and the applicant must submit documentation to the independent GSF staff person to verify engagements and income. The GSF staff person will randomly select engagements for the audit.

Stage Two: External (Client) Review of Applicant

The GSF will determine that the applicant is speaking and meeting client expectations on a global level. This is done by verifying client satisfaction and feedback via an external evaluation form on presentation work or equivalent.

Stage Two includes the following:

- Response from at least 20 clients to an online evaluation of the applicant.
- The External Review follows a set of performance criteria and is scored based on specific behaviors that meet the criteria (e.g., such as speed of speech when working with interpreters, gestures and movement, references, and word choice).

Stage Three: Internal (Peer) Review of Applicant

The GSF will determine that the applicant has a mastery of the global speaking competencies. This is done through a review and an assessment of the submitted materials (except for fees) and the submitted video by the evaluation team. If there are questions or concerns on the part of the evaluation team, then a knowledge assessment interview (where the applicant answers questions verbally) may be conducted.

Stage Three includes the following:

- Review submission of an unedited and continuous video of the presenter of at least 30-minutes in length with a minimum of one for each type of presentation (i.e., in-person and virtual).
- The evaluation team independently evaluates the applicant's submitted video(s) and submits an online evaluation of the applicant.
- If required, a 30-minute verbal knowledge assessment interview of the core competencies will be made and will be designed to verify that the applicant has a firm grasp on the nuances of globally speaking under a variety of conditions. The assessment will be scored based on the weighted value of the competency elements.

Stage Four: Final Review and Decision

The GSF Global Designation committee will review all the material and evaluations from Stages 1, 2 and 3 and will render a final decision.

Stage Four includes the following:

- If a decision is made that candidate has been approved, the candidate is notified and their home association is notified. The formal notification letter and conferment is made by the candidate's home association.
- If a decision is made that the candidate is not approved, the candidate is notified.

INCOMPLETE APPLICATION

Based on the information provided on the application, an applicant may not meet the minimum standards to advance to the review and assessment stage. An application will be denied if it is incomplete, does not reflect the applicant's most recent professional experience (i.e., the application represents a timeframe outside of the recent 60 months), the

information is misrepresented, and/or the supporting documentation is not supplied when requested. The list of presentations is to be submitted in English. If an application is incomplete, the applicant will be notified and have 30 days to correct the application, staying within the same timeframe represented in the application, and can resubmit without additional fees. If the application remains incomplete after the 30 days, the applicant must start over and must complete the submission process representing the updated time frame.

Applications containing misrepresented information will result in the disqualification of the applicant.

FEES, CONFIDENTIALITY, AND RENEWAL

Fees

By submitting an application, the applicant agrees to adhere to the Code of Conduct and submit a \$995 USD application fee. \$50 USD of the fee is forwarded to the member association.

Confidentiality

The identity and information concerning all applicants is confidential. Peer reviewers and verbal knowledge assessment providers are required to sign a confidentiality and non-disclosure agreement before participating in the process. No peers will review the submitted financial and client data of an applicant.

Designation Renewal

The Global Speaking Fellow designation is granted for a five-year period, after which the global speaker must renew the designation through demonstration of maintaining CSP membership, continued professional development, and commitment to the profession by contributing to the best-practice content library for the advancement of excellence in global speaking. After one renewal and after the age of 70, the designation is considered to be continuous.

PROFESSIONAL CODE OF CONDUCT

Global Speaking Fellow presenters agree to abide by the GSF Code of Conduct for Global Speakers. The GSF requires adherence to this Code as a condition of the designation. The purpose of the Code is to assure clients that designation holders are committed to maintaining their professionalism and adhere to high standards in the conduct of providing services to clients and in their dealings with their international audiences.

Global Speaker Professional Code of Conduct

As a Global Speaker, I pledge to:

Serve clients with integrity, competence, and professionalism.

Accept only those engagements for which I possess the appropriate experience and competence to provide the services requested.

Treat appropriately all confidential client information.

Agree in advance with a client on the basis for fees, expenses, payment, and the process for managing cancelations and refunds.

Respect the rights of speaking colleagues and other presenters and never use their proprietary information, stories, examples, and materials without permission.

Respond courteously and respectfully when turning down any opportunity that does not fit with my personal ethics or legal requirements.

Respect the cultural norms and requests of clients and audiences by removing images and language from presentations that are not a fit.

Respect interpretation professionals and treat them as valuable partners in delivering presentations.

Respect the meeting professionals and support their work to deliver a high-quality program.

Represent the global speaking profession with integrity and professionalism.

Apply the Global Speaker Professional Code of Conduct equally in all markets.

MARKETING AND TRADEMARK

The successful marketing of this designation will be achieved through the clear focus on the value propositions of the designation to clients, audiences, and speaking professionals communicated consistently across all communication channels available to the GSF including all member associations.

These channels include: the GSF website and the support of member association websites and publications, the relevant content feeds and articles provided to meetings industry websites and publications, and the global speaking members themselves with their websites and collateral material. Additionally, social media, word of mouth, and other forms of emerging channels will be leveraged with stories and videos of success from Global Speaking Fellow speakers.

The promoted value propositions will address how the designation directly advances the work and goals of the key stakeholders including: global meetings industry professionals, potential applicants, and future potential applicants. The value propositions will focus on outcomes, not on how to achieve the designation. In the limited attention bandwidth available from potential applicants, the GSF will deliver a few simple, repeatable, and clearly focused key messages through stories, testimonials, and examples.

For meetings industry professionals, the key messages revolve around support for lowering their risk and improving their outcomes. For designation holders and potential applicants, the key messages explain how the designation brings value to them as a professional in the global meetings industry and how they will be a part of the cohort of professionals at the forefront of advancing the art and value of global presenting. How to actually achieve the designation will be secondary to the why they will want to pursue it. Simple videos can explain the application process and all communication will be fully focused on why it is important.

For the marketing of the designation, value statements directed at the key stakeholders will be developed and promoted through all GSF communications efforts. Sample value statements may include one or two of the following for each target group:

Meetings Industry Professionals and Organizations

Reduces risk through verified competence level of designation holder

Establishes and supports a professional code of conduct

Provides an useful filter in hiring decisions and in identifying qualified speaking professionals

Increases confidence in the abilities of the speaker

Demonstrates commitment to competence and excellence

Defines standards within the global speaking profession

Advances the profession and creates a common understanding between speakers and those who hire them

Increases cooperation and support between organizations in the disciplines of the meetings industry

Provides a means for the profession to self-regulate

Increases the likelihood of achievement of event goals

Designation holders:

Provides recognition and credibility

Enhances professional reputation

Displays personal accomplishment

Demonstrates a high level of commitment to the profession on a global level

Validates skills and knowledge

Reassures local governmental agencies when issuing visas

Potential applicants:

Provides all of the above items plus -

Creates professional development opportunities

Displays a roadmap for global speaking skills development

Includes admission into an elite segment of the speaking profession

Audiences:

Demonstrates respect for local culture, language and norms

Increases confidence and belief in the validity of professional speaker

Demonstrates commitment to the highest level of audience experience

Indicates dedication to audience satisfaction

ADMINISTRATION

The entire administration system will be paperless and will be managed in the English language with translation technology utilized as needed. Technology, already being used by many credentialing and certifying organizations, will be deployed to manage the process. Some elements of the system may be administered through programs such as FormStack or other capable and affordable technologies.

A central staff administrator will oversee and maintain the system at an estimated combined five hours a month during usual times. At peak times (in the lead up to a deadline for recognition at a specific event), volume may increase and require ten hours a month of general administration.

Volunteers will make up the bulk of administrators in the process within the online review and assessment process. The central administrator will be responsible for assisting with scheduling and file transfers as well as overseeing the independent auditor verifying the applications at two to three hours per application. This work is clerical in nature and will require oversight of the GSF Executive Director to simply assure compliance with confidentiality and process.

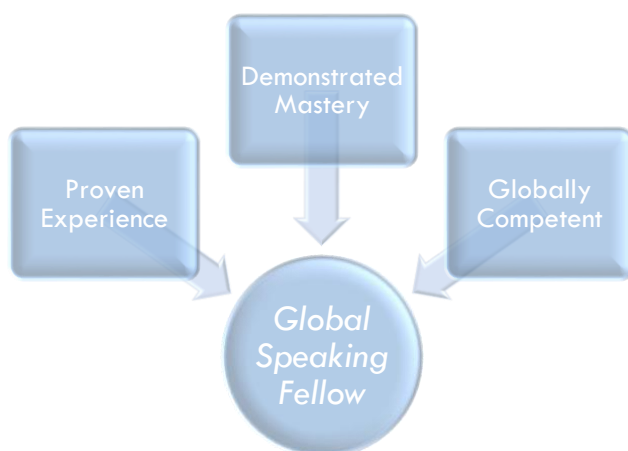
CONCLUSION

Professional designations aim to provide many benefits to the professions they support and to society as a whole. The Global Speaking Fellow designation has been created using the guiding principles advanced by the Institute for Credentialing Excellence and the belief that by bringing value to the global meetings industry, the GSF brings value to its member associations.

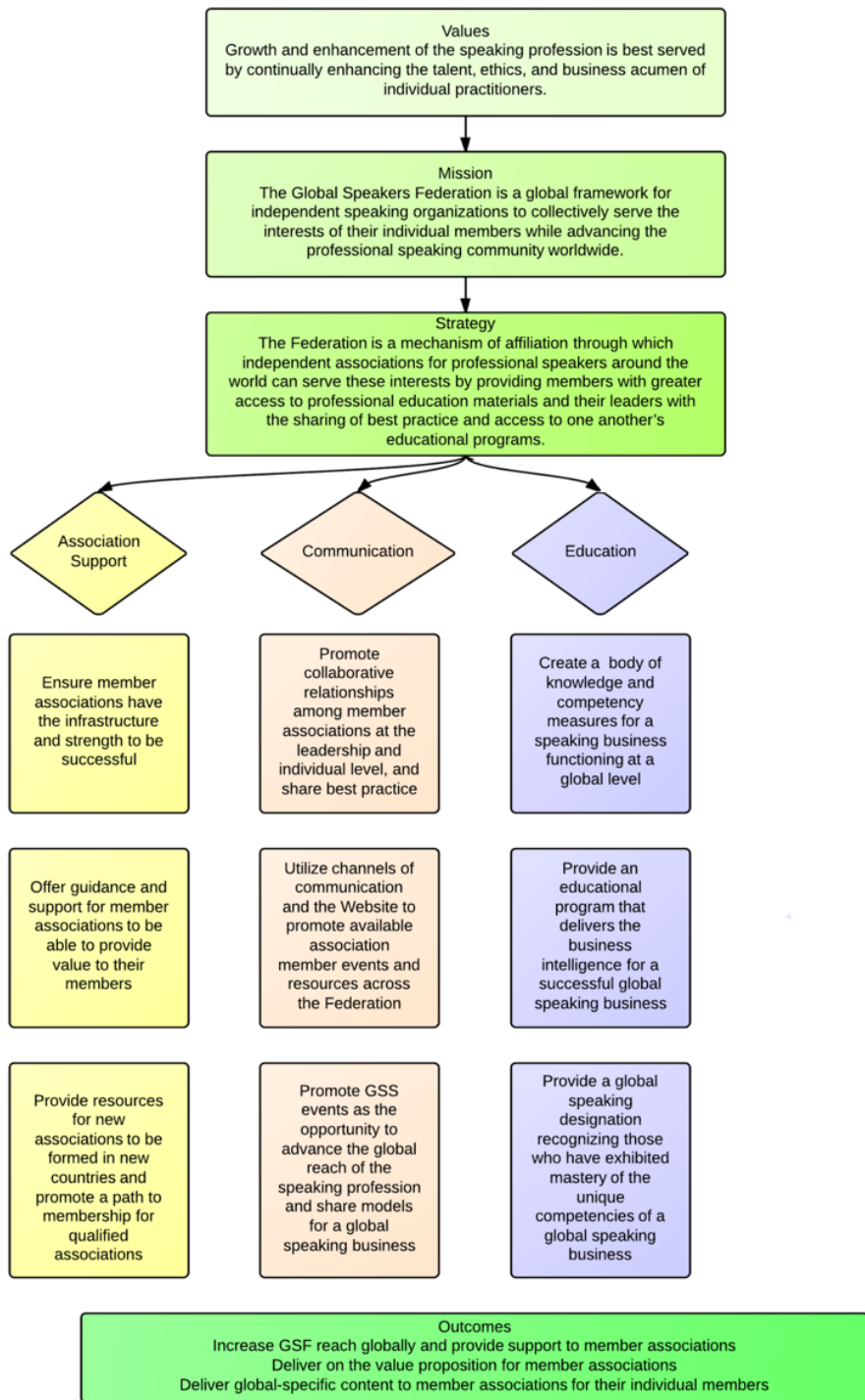
The Global Speaking Fellow will be achieved through specialized and advanced experience within the core competencies and the body of knowledge advanced by the GSF. Additionally, the Global Speaking Fellow designation promotes an additional level of standards of conduct related to working in global markets.

The Global Speaking Fellow designation is the leading indicator that a professional speaker has met the standards of a global speaker and exhibits mastery in the global speaking competencies. These competencies are the framework that captures the basic skills, knowledge, and behaviors global speakers must demonstrate in order to successfully meet the needs of clients and audiences in a wide variety of environments around the globe.

The GSF proudly supports and promotes the value of a designation such as the Global Speaking Fellow.



APPENDIX A – THREE PILLARS STRATEGY



APPENDIX B – THE CORE COMPETENCIES: AN OPPORTUNITY FOR EDUCATIONAL CONTENT DEVELOPMENT

Each competency has several components to be developed, by key professionals under the guidance of the GSF Education Committee, into modules to help professional speakers learn from the experience and insight of others. The resulting modules will become the educational content of the GSF.

Competency 1: Global Communication Competency

Customize content for appropriateness and applicability

Demonstrate sensitivity to culture and manage communication appropriateness

Work successfully with interpretation professionals and communication technology - both simultaneous and delayed

Customize delivery style for place and culture

Provide context through research of local issues, news and cultural mediation services

Maintain high interpersonal awareness for mitigating distracting mannerisms and colloquialisms

Convey content through translation services

Select clothing fitting for local standards of modesty and customs

Identify resources for props and slides review to understand how to work within cultural differences

Competency 2: Global Business Competency

Adhere to global business conduct standards and maintaining high integrity

Navigate the unique realities of networking in global markets

Market and sell services in global markets

Identify and work with promotion and media relation professionals worldwide

Understand the expectations and the difference between being hired in a location or sent to a location

Identify appropriate channels for publishing and distributing content

Select the appropriate system for payments and transactions

Understand the laws and protections of intellectual property rights on a global scale

Identify the right management systems for business copyrights and trademarks

Know the parameters of local contract negotiations and set appropriate expectations

Understand the global business ramifications, both home and abroad, around fraud and legal issues

Understand how to hire experts to manage tax implications, both at home and abroad

Competency 3: Global Travel Competency

- Make cost-effectivce choices for flight and ground transportation options
- Navigate the systems of visas and unique usage circumstances with passports
- Know how to manage currency exchanges and allowable cash amounts for optimal results
- Maintain awareness and intelligently manage personal health and security issues
- Manage the details of moving across multiple borders and continents
- Understand governments' expectations of visitors and business travelers
- Maintain a plan for emergency preparedness
- Manage various national customs procedures for efficiency
- Understand time zones and shifts between daylight and standard times

Competency 4: Global Events Competency

- Understand local traditions and how those will impact the event and presentations, in-person and/or live virtual
- Maintain awareness of planner and client expectations that differ from home events
- Manage the nuances of scheduling for events and how to adjust in the moment
- Know the protocol for interacting with attending dignitaries
- Identify appropriate resources for research to support successful delivery of content
- Utilize pre-event briefing checklists with contacts and clients
- Work with local publishing processes for program materials
- Know the type of staging technology that will be used and what to do if it does not work
- Work across multiple technology platforms for presentation audiovisuals
- Know how to locate information about systems-voltage and connectivity prior to the event
- Understand the local power grid availability and managing around challenges

APPENDIX C – FREQUENTLY ASKED QUESTIONS

Who will be responsible for the reviews and assessments?

Volunteer peer reviewers and verbal knowledge assessors will be drawn from the pool of *Global Speaking Fellow* recipients. These designation holders will provide the reviews and assessments to ensure the applicants are presenting capably at a global-level. A minimum of ten initial qualified recipients will be identified by a panel of Past Presidents of the GSF and confirmed by the GSF Board of Directors. GSF board members are removed from the list to eliminate potential conflict of interest challenges.

How will the educational content identified during this process be developed and will applicants be required to attend these educational programs as part of the application process?

The development of the educational content around the identified competencies is separate from the designation. Applicants will not be required to participate in an additional educational programs beyond those required for CSP to achieve the designation.

How will adherence to the Professional Code of Conduct be monitored and what consequences for non-compliance will be imposed?

If a complaint is charged against a *Global Speaking Fellow* member, the GSF Board of Directors will convene an ad hoc committee, led by a GSF Past President, to evaluate the allegations. Where the allegation matches a code principle in the member home association, the matter will be referred to the member association for a ruling. In those circumstances where the code principle is exclusive to the GSF Code of Conduct, the ad hoc committee will evaluate the matter and determine a ruling. In both cases, an affirmative violation ruling will lead to a determination of consequence and whether or not revoking the Global Speaking Designation is warranted. Recommendations to revoke or apply other sanctions are referred to the Board of Directors for a vote and action. The GSF will not revoke a CSP designation as that is a matter for the home association to evaluate.

How will the new designation be marketed?

A brief overview of the strategies, channels, and key message development is included on page 11 of this document. It is recommended that the tactical marketing plan for marketing the Global Speaking Fellow will be expanded and documented by a designation marketing subcommittee of the GSF Communications Committee.

How will the intangible nuances of successfully speaking at a global level be evaluated?

An external review by clients and an internal reviews by peers will supplement the application data submitted by applicants. Within the review and assessment components of the process, the team of volunteer peers will help determine global-level competence. These reviews are an important part of the credibility of the designation in the eyes of the clients hiring global speakers. Every effort is made to standardize these reviews and the system will allow for appeals to make sure the process minimizes bias.

APPENDIX D - GEOGRAPHICAL REGIONS AND COMPOSITION AS PUBLISHED BY THE UNITED NATIONS STATISTICS DIVISION

AFRICA

EASTERN AFRICA

Burundi

Comoros

Djibouti

Eritrea

Ethiopia

Kenya

Madagascar

Malawi

Mauritius

Mayotte

Mozambique

Réunion

Rwanda

Seychelles

Somalia

South Sudan

Uganda

United Republic of Tanzania

Zambia

Zimbabwe

MIDDLE AFRICA

Angola

Cameroon

Central African Republic

Chad

Congo

Democratic Republic of the
Congo

Equatorial Guinea

Gabon

Sao Tome and Principe

NORTHERN AFRICA

Algeria

Egypt

Libya

Morocco

Sudan

Tunisia

Western Sahara

SOUTHERN AFRICA

Botswana

Lesotho

Namibia

South Africa

Swaziland

WESTERN AFRICA

Benin

Burkina Faso

Cape Verde

Cote d'Ivoire

Gambia

Ghana

Guinea

Guinea-Bissau

Liberia

Mali

Mauritania

Niger

Nigeria

Saint Helena

Senegal

Sierra Leone

Togo

AMERICAS

LATIN AMERICA AND THE CARIBBEAN Caribbean

Anguilla

Antigua and Barbuda

Aruba

Bahamas	El Salvador	ASIA
Barbados	Guatemala	
Bonaire, Saint Eustatius and Saba	Honduras	CENTRAL ASIA
British Virgin Islands	Mexico	Kazakhstan
Cayman Islands	Nicaragua	Kyrgyzstan
Cuba	Panama	Tajikistan
Curaçao		Turkmenistan
Dominica	SOUTH AMERICA	Uzbekistan
Dominican Republic	Argentina	
Grenada	Bolivia (Plurinational State of)	EASTERN ASIA
Guadeloupe	Brazil	China
Haiti	Chile	China, Hong Kong Special Administrative Region
Jamaica	Colombia	China, Macao Special Administrative Region
Martinique	Ecuador	Democratic People's Republic of Korea
Montserrat	Falkland Islands (Malvinas)	Japan
Puerto Rico	French Guiana	Mongolia
Saint-Barthélemy	Guyana	Republic of Korea
Saint Kitts and Nevis	Paraguay	
Saint Lucia	Peru	
Saint Martin (French part)	Suriname	SOUTHERN ASIA
Saint Vincent and the Grenadines	Uruguay	Afghanistan
Sint Maarten (Dutch part)	Venezuela (Bolivarian Republic of)	Bangladesh
Trinidad and Tobago		Bhutan
Turks and Caicos Islands	NORTHERN AMERICA	India
United States Virgin Islands	Bermuda	Iran (Islamic Republic of)
	Canada	Maldives
	Greenland	Nepal
CENTRAL AMERICA	Saint Pierre and Miquelon	Pakistan
Belize	United States of America	Sri Lanka
Costa Rica		

SOUTH-EASTERN ASIA
Brunei Darussalam
Cambodia
Indonesia
Lao People's Democratic Republic
Malaysia
Myanmar
Philippines
Singapore
Thailand
Timor-Leste
Viet Nam

WESTERN ASIA
Armenia
Azerbaijan
Bahrain
Cyprus
Georgia
Iraq
Israel
Jordan
Kuwait
Lebanon
Oman
Qatar
Saudi Arabia
State of Palestine
Syrian Arab Republic
Turkey

United Arab Emirates
Yemen

EUROPE

EASTERN EUROPE
Belarus
Bulgaria
Czech Republic
Hungary
Poland
Republic of Moldova
Romania
Russian Federation
Slovakia
Ukraine

NORTHERN EUROPE
Åland Islands
Channel Islands
Denmark
Estonia
Faeroe Islands
Finland
Guernsey
Iceland
Ireland
Isle of Man
Jersey
Latvia

Lithuania
Norway
Sark
Svalbard and Jan Mayen Islands
Sweden
United Kingdom of Great Britain and Northern Ireland

SOUTHERN EUROPE
Albania
Andorra
Bosnia and Herzegovina
Croatia
Gibraltar
Greece
Holy See
Italy
Malta
Montenegro
Portugal
San Marino
Serbia
Slovenia
Spain
The former Yugoslav Republic of Macedonia

WESTERN EUROPE
Austria
Belgium

France

Germany

Liechtenstein

Luxembourg

Monaco

Netherlands

Switzerland

OCEANIA

AUSTRALIA AND NEW ZEALAND

Australia

New Zealand

Norfolk Island

MELANESIA

Fiji

New Caledonia

Papua New Guinea

Solomon Islands

Vanuatu

MICRONESIA

Guam

Kiribati

Marshall Islands

Micronesia (Federated States
of)

Nauru

Northern Mariana Islands

Palau

POLYNESIA

American Samoa

Cook Islands

French Polynesia

Niue

Pitcairn

Samoa

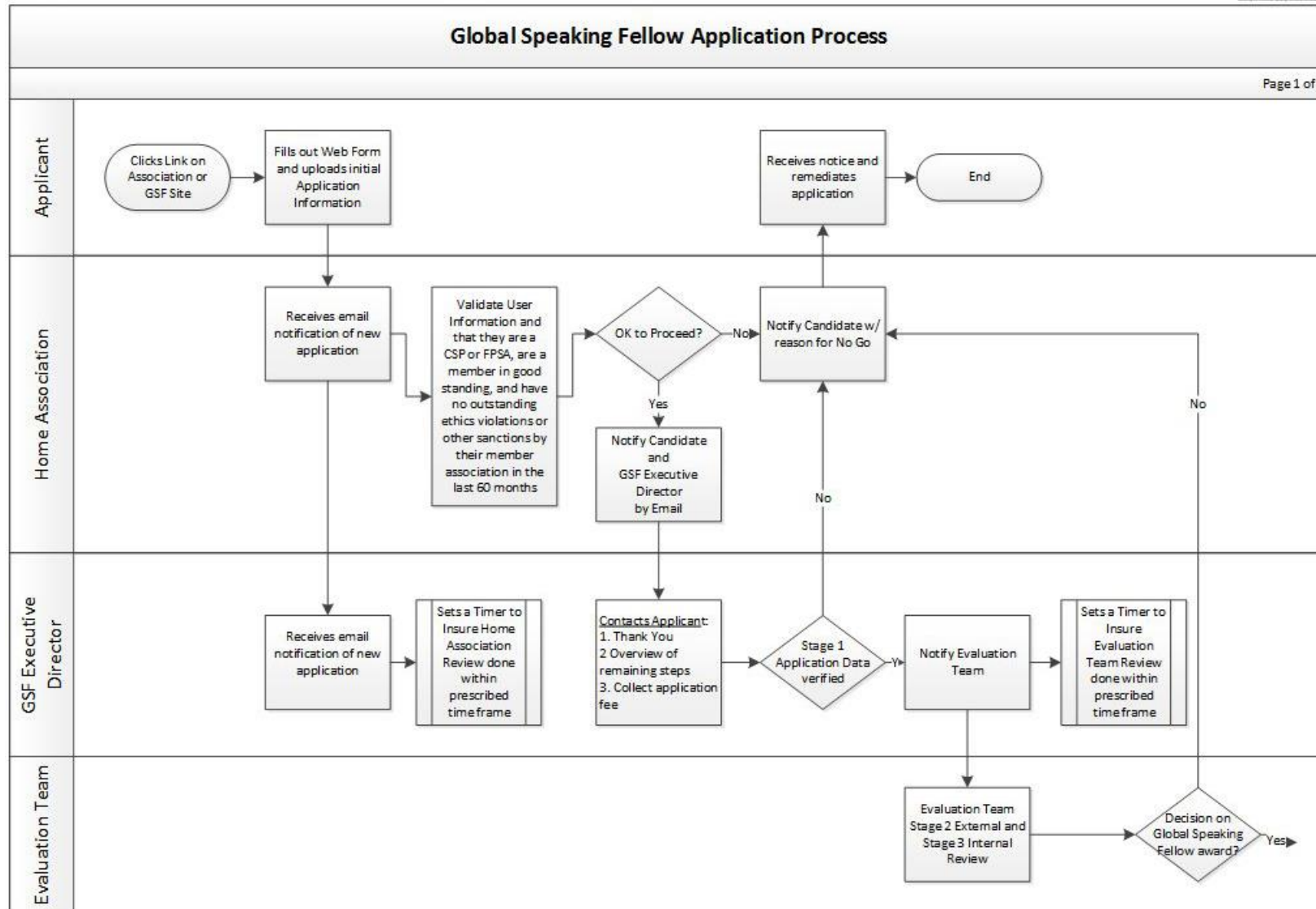
Tokelau

Tonga

Tuvalu

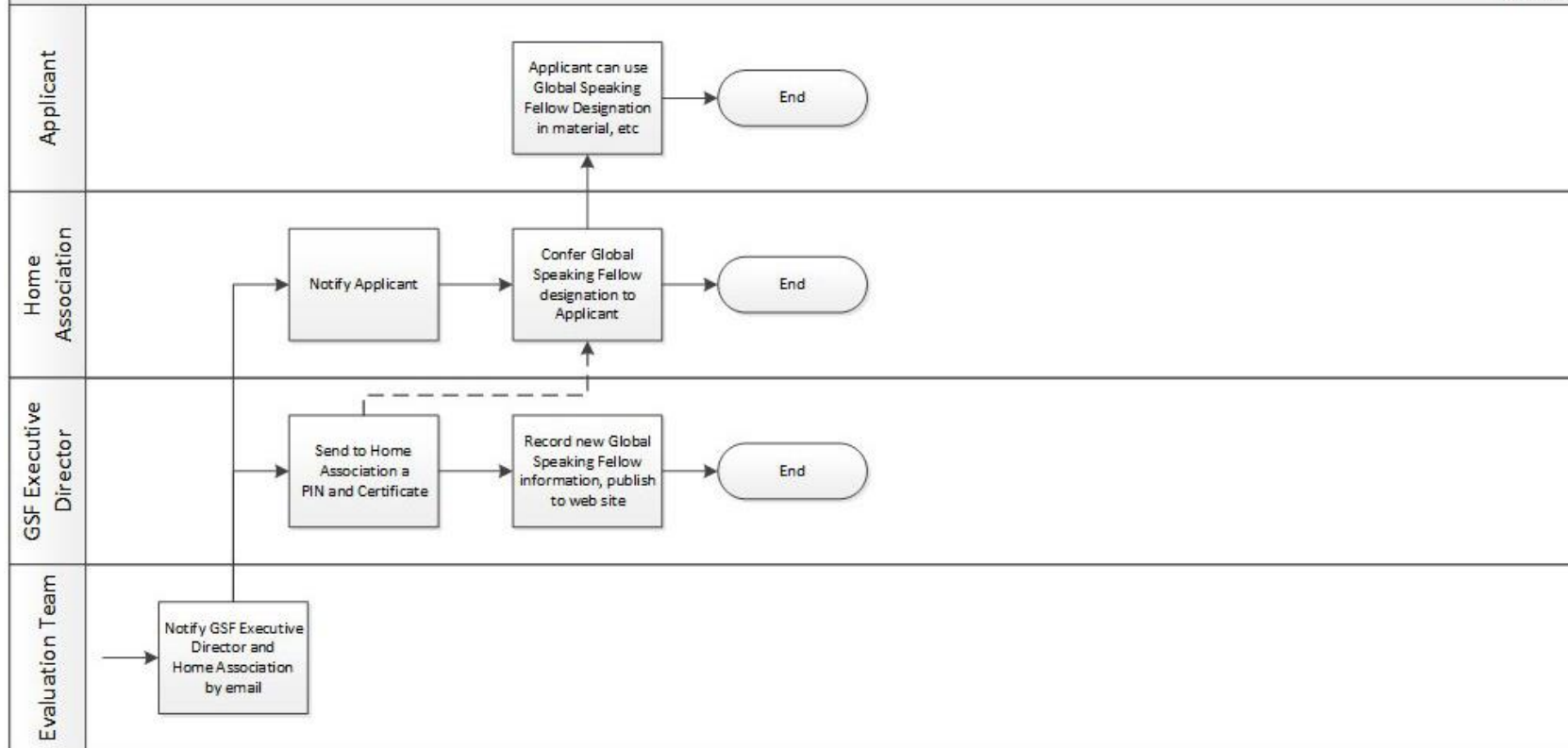
Wallis and Futuna Island

APPENDIX E – GLOBAL SPEAKING FELLOW APPLICATION PROCESS



Global Speaking Fellow Application Process

Page 2 of 2



Revised: September 2017

Addendum F

Charitable Gift/Donation Policy and Guidelines

Mission Statement

The mission of the Global Speakers Federation is to champion, support, and provide resources to help develop and grow associations of professional speakers worldwide.

Value Proposition

The Global Speakers Federation's Value Proposition is threefold:

1. To strengthen worldwide recognition of professional speaking within the meetings industry.
2. To provide support to member associations on forming, managing, and leading associations, including sharing best practices.
3. To build a global community of like-minded people to encourage alliances, connections, and support networks.

Purpose of Policy

This Charitable Gift/Donation Policy serves as a guideline for the Global Speakers Federation (hereafter known as the GSF) Board members, Committee members, volunteers, staff, outside advisors (who may assist in the gift planning process), and prospective donors (who may wish to make gifts/donations to the GSF of unrestricted, restricted, and endowment funds).

The GSF may actively solicit gifts, donations, and grants to further its mission. As gifts can encourage others to give, the GSF Gift/Donation Policy is intended to serve as a guide and to allow for flexibility on a case-by-case basis.

Guidelines

The following guidelines serve to assist the GSF with regard to charitable gifts/donations:

1. The President, any Board member, any Committee member, any volunteer, the Executive Director, and staff of the GSF have the authority to solicit gifts/donations on behalf of the GSF.
2. The President of the GSF will create a Gift/Donation Review Committee, which would be responsible for making a recommendation to the GSF Steering Committee whether the GSF should accept (or not accept) proposed gifts/donations. The GSF Steering Committee, in turn, would make a recommendation to the GSF Board of Directors.
3. The Gift/Donation Review Committee shall consist of no less than three (3) members from the Board of Directors as well as the GSF President as a non-voting member. The Executive Director of the GSF shall be

a non-voting member and the convener of the Committee. The Chairperson shall have the authority to appoint other volunteers or to establish, on an ad hoc basis, individuals who have special expertise that may be needed to help facilitate making a decision on a specific gift/donation.

4. The Gift/Donation Review Committee may consider each gift, on its own merit, according to its intended use, restrictions, liabilities, and financial impact on the GSF, now and in the future. Only gifts, bequests, devises, endowments, trusts, and similar funds that are designated for the use by the GSF and that are consistent with the stated mission of the GSF will be considered for acceptance.
5. The Executive Director will refer any gift/donation to the Gift/Donation Review Committee for review. Any gifts/donations that are given with any unusual restrictions or designations, that have the potential to jeopardize the tax-exempt status of the GSF or that violate GSF policies and/or local, state, federal, or national laws will have to be reviewed.

Types of Gifts/Donations

The following categories (and provisos) are used to differentiate what types of gifts/donations may be considered by the GSF:

Cash

- Regardless of the amount, the GSF shall accept all gifts by cash, credit card, or check.
- Checks shall be made payable to the Global Speakers Federation unless otherwise specified.
- In no event, shall a check be made payable to an individual who represents the GSF.

Publicly Traded Securities

- The GSF can accept readily marketable securities, such as those traded on a stock exchange. Gift securities are likely to be sold immediately by the GSF.
- For the GSF's gift crediting and accounting purposes, the value of the securities is the average of the high and low on the date of the gift, in accordance with IRS regulations.

Closely Held Securities

- Gifts of closely held corporate stock would be carried on GSF's books at \$1US in the absence of financial information that would enable determination of book value.
- Such securities will be carried at book value until audited financial statements are provided to the GSF so that book value can be substantiated, or the donor provides a qualified appraisal in compliance with IRS/national regulations.
- An appraisal of securities may be conducted under the direction of the GSF to determine both value and potential for sale.
- Gifts of securities that require a holding period will be accepted and sold when the holding period has expired.
- Gifts of securities that will not be accepted include: securities that are assessable or in any way could create a liability to the GSF; securities that, by their nature, may not be assigned (e.g., such as "S" corporation stock); securities that on investigation have no apparent value.

Real Estate

- The Gift/Donation Review Committee will review gifts of real estate. The donor is responsible for obtaining an appraisal of the property, unless otherwise determined by the GSF.
- A member of the Gift/Donation Review Committee must conduct a visual inspection of the property. If the property is located in a geographically distant area, a local real estate broker may substitute for a member of the Committee in conducting the visual inspection. The GSF may also require an environmental site assessment including Title V status for possible contamination, (i.e., leaking underground storage tanks) or other restrictions (i.e., wetlands).
- Due to the expenses associated with gifts of real estate, only gifts valued in excess of \$10,000 will be accepted.
- Prior to presentation to the GSF Steering Committee (and ultimately to the GSF Board of Directors), the donor must provide the following documents: real estate deed; real estate tax bill; plot plan; substantiation of zoning status; and environmental site assessment.
- If the donor is giving a life estate gift, the donor may be asked to pay for all or a portion of the following: maintenance cost; real estate taxes; insurance; real estate broker's commission; other costs of sale; and appraisal costs.
- If the real estate is an outright gift, the GSF will pay for these costs.
- For the GSF's gift/donation crediting and accounting purposes, the value of the gift/donation is the appraised value of the real estate, excluding any costs to the GSF for insurance, real estate taxes, broker's commission, or other expenses of the sale.
- Properties with mortgages will be considered on a case-by-case basis. Consideration may include an independent appraisal and the mortgage percentage of property value. Mortgaged property is not acceptable for charitable remainder trusts.

Life Insurance

- The GSF will accept gifts/donations of life insurance policies only when the GSF is named as the owner and beneficiary of 100% of the policy.
- If the policy is paid-up, the value of the gift for GSF's gift/donation crediting and accounting purposes is the policy's replacement costs.
- If the policy is partially paid up, the value of the gift for GSF's gift/donation crediting and accounting purposes is the policy's cash surrender value.

Tangible Personal Property

- Gifts of tangible personal property to the GSF should have a use related to GSF's exempt purpose.
- Gifts of jewelry, artwork, collections, equipment, and software shall be accepted with approval by the GSF. Other matters that will be taken into consideration by the GSF before deciding on acceptable gifts of personal property include: transportation cost; storage cost; cost of selling; cost of maintenance and repairs; location of property; cost of insurance.
- Such gifts of tangible personal property, as defined above, shall be used by or sold for the benefit of the GSF.
- Depending upon the anticipated value of the gift, the GSF shall have a qualified outside appraiser value the gift before accepting it.
- The GSF adheres to all IRS requirements for disposing gifts of tangible personal property and for filing appropriate forms.

Planned Gifts and Memorials

- The staff, volunteers and GSF member associations shall encourage assets transferred through bequests that have immediate value to the GSF, or that can be liquidated. Gifts that appear to require more cost than benefit shall be discouraged or rejected.
- The GSF may accept and administer bequests and memorials designated for specific purposes.

Administrative Issues

- The GSF and its staff shall not act as an executor (personal representative) for a donor's estate.
- The GSF may act as co-trustee of a charitable trust when the trust names GSF as a beneficiary of 50% or more of the trust.
- The GSF will pay for the drafting of legal documents for a charitable remainder trust of which the GSF is named as a beneficiary of 50% or more of the trust. The donor's own counsel must review the documents at the donor's cost.
- Terms and conditions must be agreed upon before an endowment is established; therefore, contact with the GSF's Executive Director for appropriate documentation is required. A minimum contribution is required to establish a named endowment.
- For restricted and endowed funds, if future circumstances change, or the donor fails to fulfill his/her pledge obligation, or the purpose for which the fund is established becomes illegal, impractical, or no longer meets the needs of the GSF, it may designate an alternative use in the spirit of the donor's original intent for the gift to further the objectives of the GSF.

This policy is to be reviewed annually by the GSF Steering Committee.

Addendum G

GSF Board Members – Staggered Term of Office Initial Association Rotation – 2021

Group A	Group B	Group C
1 Year term beginning July 1, 2021 – June 30, 2022	2 Year term beginning July 1, 2021 – June 30, 2023	3 Year term beginning July 1, 2021- June 30, 2024
GSA	CAPS	NSA
AFCP	PSA UKI	APSS
NSA Sweden	PSA Australia	PSAI
PSA NZ	CISSA	PSASA
MAPS	PSA Belgium	PSA Holland
	PAPS	
Appoint new 3-year term commencing July 1, 2022 to June 30, 2025	Appoint 3-year term commencing July 1, 2023 to June 30, 2026	Starts on a 3-year cycle July 1, 2021 – next appointment will be July 1, 2025

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