



Diversity in Leadership Funds + Process

What are Diversity in Leadership funds? What are the goals of having these funds in place?

Diversity in Leadership Funds support AIA Seattle's commitment to diversity in the profession and in leadership, as embodied in the JE:DI Imperative, to nurture universal inclusion and fairness in the built environment, for the communities we impact. Proposed co-chairs whose employers do not cover their AIA dues and who are from historically-marginalized backgrounds (due to disability, gender identity, class, race/ethnicity, immigration status, sexual orientation, or other factor) have the option to request the chapter cover dues as a new or reinstating membership for the duration of the chair's service to the committee (generally two years). AIA Seattle will distribute funds based on the resources of the organization at the time of the request for diversity in leadership funds.

Are other supports available from AIA and AIA Seattle?

There are other mechanisms for support for membership dues for AIA, including a [dues installment program](#) and support for dues waiver if a member is experiencing hardship. AIA dues can also be waived in circumstances such as medical disability, family leave, sabbatical, or unemployment. AIA Seattle provides full support for members to self-identify hardship and support processing the hardship request form through national. In addition, AIA Seattle provides support for members by offering scholarship support for programs. Please review the scholarship information for a specific program you are interested in joining, found on the event page for that program.

Who has access to these funds? Who identifies the need for leadership funds?

Co-chairs of AIA Seattle's member committees may access these funds on a self-assessed basis. When a co-chair is chosen to lead a member committee, if they are a new or reinstating member they can make a confidential communication to the Member Engagement staff and self-identify as being eligible to have AIA Seattle fund their dues.

When does an individual self-identify they are eligible to receive these funds?

An individual can self identify they are eligible to receive diversity in leadership funds as part of the regularly occurring co-chair onboarding process, usually in August. A proposed co-chair who is not already a member will complete a membership form around October 1 to qualify for the National “15 for 12” deal and cover their membership through the end of the following year. If a co-chair is a current member, AIA Seattle will help coordinate their renewal sometime after the beginning of October when dues renewals begin to be sent to members. AIA Seattle will support dues for the co-chair for a maximum of two years.

What steps does a person take to receive the funds? What is the process?

- Co-chair is identified by the committee for leadership position (August)
- Proposed co-chair reaches out to Member Engagement staff to self-identify as eligible to receive funds. AIA Seattle does not collect supporting information about the diversity in leadership request, and relies on the self-identification by the member (August/September)
- Co-chair fills out a form with basic contact information, the committee on which they are serving, and the amount of money they are able to pay for membership along with the gap between that and their total dues (calculated [here](#))
- AIA Seattle Membership Coordinator works with Member Engagement staffer and the co-chair to fill out a membership PDF (National provides printable copies of membership form)
- Membership Coordinator turns in the form to AIA National, and pays dues on the co-chair’s behalf. If the co-chair is able to pay a portion of dues, they will pay that portion to AIA Seattle directly.

AIA Seattle will connect with the member who has received the first year of diversity in leadership funds to coordinate AIA Seattle payment of the second year of AIA dues for the committee co-chair second year of leadership.