

ISEAL Member Fee Schedule 2020

Issue 9 – October 2019

The following fees apply to ISEAL full and associate members for the calendar year 2020:

Activity		Fee
Membership		
Application Fee		£3,650
Associate and Full Member Annual Fee (for organisations with income above £1m)		£5,300 + 0.35% of total organisational income* Up to a maximum annual fee of £53,000
Associate and Full Member Annual Fee (for organisations with income below £1m)		£4,600 + 0.35% of total organisational income*
Compliance Fees¹		
Per each member's specific compliance schedule (not all evaluations will be required in each year) ²		
Standard-Setting Code	Independent Evaluation – combined assessment¹	£4,150
	Stage 1. Pre-standard- setting process	£2,610
	Stage 2. Post- standard-setting process	£1,880
Impacts OR Assurance Code (separate fees)	Optional Peer Review	£600 (per Code)
Impacts OR Assurance Code (separate fees)	Independent Evaluation	£3240 (per Code)

¹ Where expected times for assessments are exceeded, additional evaluator and Secretariat support time is charged as necessary

² Please contact ISEAL for your compliance schedule for 2020 if you have not received it by 15 Oct 2019. compliance@isealalliance.org

³ All existing full members are expected to be using the two-part assessment process for the Standard-Setting Code. Combined assessments are only relevant for the transition from associate to full member.

Explanatory Notes

Member Annual Fees

Fees for members are payable on an annual basis. These fees will be used to cover various operating and programmatic costs of the ISEAL Alliance, as defined by the ISEAL Board of Directors and based upon annual work plans.

Annual fees for Associate and Full Members, as approved by the June 2019 Annual General Meeting, are currently as follows: £5,300 + 0.35% of **total organisational income**, up to a maximum fee of £53,000 for organisations with income over £1m. For organisations with income below £1m, annual fees for Associate and Full members are as follows: £4,600 + 0.35% of **total organisational income**. These rates are reviewed on an annual basis. Fees for 2021 will be approved by the ISEAL members at the Annual General Meeting, provisionally June 2020.

***Total organisational income** should include income from all sources, whether from membership fees, affiliation fees, license fees, certification fees, grants, service provision or events. If the member operates through more than one legal entity, the declared income should be for all the legal entities combined.

New Associate Members will receive an annual fee invoice, prorated for the current calendar year, on approval of their application and will receive a confirmation of receipt once fees have been paid.

Membership Fee Invoicing and Payment Information

Members will be invoiced by the ISEAL Secretariat in December 2019 for the 2020 annual fees, based upon the most recent previously notified total organisational income figures. Annual fees for 2020 are due in full by 15 February 2020.

All members will receive notification from the Secretariat upon receipt of payment. Fee payments will be considered late if received after 15 February 2020. The ISEAL Secretariat shall issue reminder notices to member organisations where appropriate, at the beginning of February 2020. Late payments will be assessed an administrative late payment fee of £250 from 1 March 2020 and £100 for each additional late month thereafter. Membership status of members with fees outstanding at the end of April 2020 will be referred to the Membership Committee.

By the end of May 2020, members will advise the ISEAL Secretariat of their total organisational income for the most recent year for which verifiable records are available. The Secretariat will prompt this action by issuing reminders in April. Once the new income figures are received, the Secretariat will calculate the revised fees due from members and will either invoice or refund the resulting balance.

Independent Evaluations

Fees for independent evaluations are payable in advance of any contract for evaluation being signed or work commencing. Fees for Secretariat time are divided between administrative functions to coordinate the review, technical support to the member to prepare for the evaluation and support to the evaluation itself.

Peer Review

Fees for peer review are payable in advance of any contract for evaluation and cover the costs of Secretariat time to administer the review.