



Your Independent  
Hewlett Packard Enterprise  
Technology User Community

# Chapter Launch Guide

## Purpose

Thank you for your interest in developing a regional chapter. The purpose of this guide is to provide you with an understanding of the Connect Worldwide chapter structure and a roadmap to get started. Headquarters will be referred to as Connect Worldwide in this document.

To learn more about Connect Worldwide please visit the website at [www.connect-community.org](http://www.connect-community.org)

Please review the guide, and contact Kristi Elizondo with questions at [kelizondo@connect-community.org](mailto:kelizondo@connect-community.org).

## Organization

Connect chapter members are composed primarily of individual members. The Connect chapter must have a minimum of 20 members. The initial members should represent a reasonable effort to include a credible group of enterprise technology experts for your region, and not simply a group from a single organization that might be seen as purposely excluding other credible experts.

Non-profit organizational entities may be considered to be affiliate members of the Connect chapter, based on a documented relationship that is approved by Connect Worldwide.

For-profit corporations can be considered sponsors of the Connect chapter based upon a documented relationship between the corporation and the Connect Worldwide chapter. Connect Worldwide corporate membership does accrue to Connect chapter sponsors.

The Connect chapter must have a board of a minimum of 5 and maximum of 15 directors from among the individual members. A board seat may not be guaranteed to an affiliate member organization. It is not a requirement for a Connect chapter to be a legal entity.

If a Connect chapter is a legal entity, it must contain appropriate language in its bylaws indicating its compliance with Connect Worldwide bylaws, as well as a Chapter Affiliation Agreement documenting the relationship with Connect Worldwide.

The Connect chapter will encompass a geographical region that does not overlap with other Connect chapters. Connect chapters can change geographical regions.

Connect chapters must have a minimum of 2 meetings annually, and a minimum of one event open to non-members as well as members.

Connect chapter activities can be conducted in any language favored by members, however the annual report must be in English.

Connect chapter logos must be approved by Connect Worldwide.

Connect chapters are officially recognized on the corporate website [www.connect-community.org](http://www.connect-community.org).

## Getting Started

Apply for your Connect chapter as follows:

1. Define your chapter's geographical boundary.
2. Sign up a minimum of 20 members based within the geography. Provide member's name, email address and LinkedIn URL. If a LinkedIn URL is not available, contact Connect Worldwide for an alternative.
3. Select a board of directors from within the initial members based upon a consensus process developed by the members.
4. Select a chapter name with the format Connect Worldwide, XXXX Chapter.
5. Send the above application to [info@connect-community.org](mailto:info@connect-community.org).

Upon receipt of the above documentation, a provisional Chapter will be created as a sub-group within Connect Worldwide's website, and an announcement of formation will be made. The following steps will then occur:

1. A meeting with a Connect Worldwide designee and a provisional Chapter board member(s) will occur to review the application.
2. The provisional Chapter will document its area of interest.
3. If available, the provisional Chapter logo will be presented to Connect Worldwide for review.
4. A signed copy of the Chapter Affiliation Agreement will be submitted to Connect Worldwide.
5. Connect Worldwide will act to approve or deny the application.
6. Upon approval, Connect Worldwide will list the Connect chapter on the website [www.connect-community.org](http://www.connect-community.org), with an official starting date.
7. After the first event, you can determine the frequency, location, topic for your events. Connect will continue to provide support with registration/audience acquisition and content (speakers).