



FAQ

Frequently Asked Questions about USGBC Chapters

You have questions. We have answers. Whether you are interested in joining a chapter, learning more about chapters, branches and affiliates, or understanding how you can get involved in USGBC's mission, we have answered some of the most frequently asked questions to provide you with the information you need to either get started on or to keep moving forward in your endeavors.

What are the benefits of joining a USGBC chapter?

When you join a chapter, you have the opportunity to support the USGBC mission of market transformation at the local level through education, advocacy and outreach. In addition, you can meet other like-minded people involved in green building, share your expertise to help raise awareness or hone your skills in an area in which you're interested, from public-policy advocacy to communications to event planning. As a chapter member, you also have the opportunity to become a USGBC course reviewer and earn continuing education hours (CEs) toward your LEED professional credential (click [here](#) to learn more).

Finally, each chapter offers unique benefits to its members, including but not limited to discounted rates for chapter programs and continuing education opportunities hosted by the chapter in your community. Learn more about these unique benefits by visiting your [local chapter's Web site](#).

How do I find my local chapter?

Visit the [Chapters page](#) that pinpoints chapter and affiliate locations across the U.S. By clicking on the flags, you can view contact information and the chapter's Web site (when available).

What is the difference between a chapter and an affiliate?

Affiliates are green building groups that existed before the creation of the USGBC chapter network. Because these groups shared a similar mission with that of USGBC, we made them affiliates rather than start new chapters to serve the same area. There are five in the U.S. As part of their affiliation agreement with USGBC, they agree to promote USGBC programs and perform many of the same functions as a chapter. By their very definition (as predating the USGBC chapter network) there can be no more affiliates.

What are branches?

Branches are sub-entities of chapters in the same way that counties are sub-entities of states. Many USGBC chapters have formed "branches" that cover specific areas within their territory to better serve local communities. Individuals still join the chapter, but they may be active with the branch that serves their locality.

How do I start my own chapter?

USGBC policy prohibits the establishment of new chapters because we aim to bolster consistency and combine resources. There is currently a chapter or organizing group in all 50 states and Puerto Rico. If you are interested in forming a local branch within your chapter's territory, please reach out to your chapter leadership.

Can I start a chapter outside of the United States?

No, you may not form a USGBC chapter outside of the United States. The USGBC chapter network is only in the United States and U.S. territories. USGBC is part of a global network of Green Building Councils which provide options for green building involvement outside the United States. For more information and a list of GBC's worldwide, visit <http://www.worldgbc.org/green-building-councils/gbc-directory>. Any questions on how to start your own GBC, contact Dominika Czerwinska, Coordinator of Council Development with the World GBC, at dczerwinska@worldgbc.org.

I joined the wrong chapter. What do I do?

Please email our membership customer service department at membership@usgbc.org. They handle mistakes made during the registration process. Please note that refunds and cancellations are only made in cases of having mistakenly joined the wrong chapter and USGBC must be notified within five business days of the error.

I've recently moved. Can I transfer my chapter membership?

No, chapter memberships are not transferable. This is because each of our chapters constitutes its own 501(c)(3) organization. Fortunately, you are free to join as many chapters as you'd like – simply allow your old membership to expire and join the new chapter in the meantime.

Why doesn't my chapter affiliation appear in my profile on the national site?

If your chapter or affiliate manages its own membership, your membership will not appear on the USGBC national site. Northern California, Orange County, Delaware Valley GBC, The Green Roundtable and New York are just a few of the USGBC groups that are independent in this capacity. If you have any lingering concerns, please contact your local membership committee chair for more information.

Who can receive discounts on materials, workshops and exams?

Only full-time employees of USGBC national member organizations are entitled to USGBC discounts on LEED reference guides, USGBC educational programs and accreditation exams, as well as opportunities to maintain their LEED professional credentials under GBCI's LEED [Credentialing Maintenance Program](#) (CMP). Individuals who are chapter members are entitled to benefits and discounts offered by that chapter only. If you are a full-time employee of an organization that has a national membership, then you can obtain the national benefits. Learn more about USGBC member benefits [here](#).

How do I subscribe or unsubscribe from a USGBC mailing?

Log in to the USGBC national site. Under “Your Account,” click on “subscriptions.” In the right-hand menu, you should be able to click on “privacy policy.” That is where you can opt out of chapter e-mails and/or other e-mails from USGBC partners.

What is the Chapter Leader Extranet and who can access it?

The Extranet is a limited-access collaboration site for USGBC chapter leaders. The Extranet is intended to be a one-stop shop where these individuals can find a range of resources and tools to help them in their leadership roles within USGBC's chapter network. Those in chapter leadership positions (such as board members, staff, committee chairs and members, regional council representatives, etc.) are given access to the Extranet. You can submit your request for an Extranet account [here](#).

How do I obtain a logo?

The USGBC chapter logo can only be used by the chapter as part of official business (e.g. on chapter materials and publications, their Web site, etc.). It is not permitted to be leveraged by chapter members for personal use. Similarly, the USGBC Member logo may only be used by USGBC national member companies. Use of the USGBC logo and the LEED logo is authorized by the USGBC Marketing Department (contact marketing@usgbc.org) on a case-by-case basis through written request and thorough review of intent for usage. [Logo guidelines](#) are available online and chapter logos can be sourced through the Extranet.

What are Emerging Professionals (EP)?

EP is a vibrant, chapter-based program that focuses on professionals who are new to the green building industry and the sustainability movement. Formerly known as EGB, or Emerging Green Builders, the name was changed to Emerging Professionals to broaden the reach of the program. This program is administered by chapters through their EP committees. It's important to note that under the USGBC chapter membership policy, the membership categories “Full,” “Associate,” and “EP” no longer exist. Instead, chapters now offer a single membership with discounts for full-time students and for full-time employees of USGBC national member companies. With this change, all chapter members are allowed to vote, sit on chapter boards and hold chapter leadership positions. Please email emergingprofessionals@usgbc.org with any questions.

How do I start up an EP committee?

Individual chapters organize their own EP committees. Please contact your local chapter about how to get involved with its existing EP committee. If your local chapter does not have an EP committee, email emergingprofessionals@usgbc.org and we will work with you to help start one.

What is the difference between USGBC Students and Emerging Professionals?

USGBC Students is an initiative geared toward making American college campuses more sustainable. Whereas EP is primarily targeted at young professionals who wish to network in the sustainability sector and grow their careers, USGBC Students gives college students a chance to engage in the USGBC mission while completing their studies. USGBC Students is managed by headquarters, whereas individual chapters maintain their own EP committees with the guidance and support of USGBC.

How do I start a USGBC Students group?

If you are interested in setting up your own USGBC Students group, e-mail us at studentgroups@usgbc.org. Include your name, school and the reason you are interested in starting a group on your campus. We will contact you with information on the next steps.