



INTERNATIONAL DARK-SKY ASSOCIATION

# INTERNATIONAL DARK SKY PLACE (IDSP) APPLICATION PROCESS

## PHASE I: INITIAL INQUIRY

Applicant reviews eligibility with IDA staff; notifies IDA of intent to pursue IDSP application

**Average Timeline: 45 days\***

**STEP 1: The applicant reviews certification process; indicates interest in the program**

>Anytime; via [darksky.org](http://darksky.org)

**STEP 2: The applicant receives an assessment of site eligibility and IDSP category recommendation from IDA staff**

>Within 30 days of initial inquiry submission; Via communication with IDSP staff

**STEP 3: After eligibility is determined by IDA staff, the applicant notifies IDA of intent to pursue formal Dark Sky Place certification**

>Timeline varies based on eligibility and guideline requirements; Applicant confirms intent with IDSP staff via written communication

## PHASE II: FORMAL APPLICATION

With support from IDA staff, applicant actively works to meet the application requirements.

**Average Timeline: 1-3 years**

**STEP 1: The applicant works closely with IDSP Manager to develop application in accordance with appropriate guidelines**

>Anytime, ongoing; Via email with IDSP staff/manager

**STEP 2: With IDSP Manager approval, the applicant submits an application for Dark Sky Places Committee (DSPC) review**

>On or before submission deadline for review at the following committee meeting; Via submission to IDSP Program Manager

## PHASE III: CERTIFICATION

Applicant waits while review is in process

**Average Timeline: 90-150 days**

**STEP 1: Application is reviewed by DSPC. One of the following outcomes occur:**

- >Application is approved by DSPC - application is submitted for approval by IDA Board of Directors
- >Application is approved by DSPC with conditions - application is revised, applicant may resubmit anytime for re-review by DSPC
- >Application is rejected - updated application may be eligible for submission at future deadline

**STEP 2: DSPC submits recommendations to IDA Board for final approval**

- >Board approves or returns the application 10 business days after DSPC approval

**STEP 3: New IDSP is certified upon Board Approval**

- >Announcement is coordinated with IDA staff at the applicant's discretion

*\*Phase I timeline varies depending on eligibility status and complexity of proposed place*