

SOLICITATION POLICY

I. PREFACE

- A. The Franklin County Area United Way has been fortunate to establish and maintain open and cooperative relationships with those agencies to which it provides funding. It is in this spirit of cooperation that the following policy is enacted.
- B. It is the intent of this policy to state clearly the expectations of the Franklin County Area United Way regarding agency fundraising activities. In addition to observing the following restrictions, agencies are asked to respect the spirit of cooperation on which their United Way relationship is based. If supplemental fundraising is not implemented appropriately, it will weaken the United Way campaign and handicap our efforts to raise funds for member agencies.
- C. The geographic area of the Franklin County Area United Way refers to Franklin County and its school districts.

II. POLICY GUIDELINES

- A. United Way agencies may not at any time, directly or indirectly, solicit corporations listed on the top thirty (30) contributors list for any of the past three (3) years.
- B. Solicitation and acceptance of in-kind, non-cash donations and services are acceptable at any time of the year.
- C. Solicitation of employees at the workplace is prohibited at all times. This restriction applies to solicitation of employees in a workplace for the purposes of one-time or payroll deduction contributions, either by representatives of the agency or by an employee of the company for the benefit of the agency. Not included in this restriction are solicitations at event-related activities which are initiated by the organization.
- D. No fundraising activities of any kind, including promotion of future events, will be allowed during the United Way campaign from the conclusion of the Labor Day weekend through October. This includes fundraising and promotion of events on social media.
- E. Supplemental fundraising events and/or activities may be conducted from November 1 through Labor Day weekend. All agencies are to submit plans for supplemental fundraising activities to the United Way for the board's review.
- F. **Agencies are required to submit a complete and accurate accounting of planned fundraising activities to the United Way annually. This plan should be submitted with the agency's annual United Way funding application. (If an agency decides to conduct a fundraising activity that was not included in the annual funding application, the agency is to submit a Supplemental Fundraising Request Form to the United Way for the board's review 60 days prior to the event.)**
- G. Site visits will be scheduled as directed by the Franklin County Area United Way Board of Directors. Site visit committees will consist of current board members, prior board members, members of the Advisory Council or others as determined by the Board of Directors.
- H. If the United Way guidelines and solicitation policy are not adhered to, current and future funding may be affected.

I certify that I have read and understand the FCAUW Solicitation Policy. In addition, my organization agrees to conform to this policy as stated above.

Executive Director or CEO

Board President