



Joint Fundraising Policy

- For ease of recordkeeping and reduction of complexities, fundraiser coordinators wishing to raise funds for another organization, in addition to the Society, are encouraged to conduct separate fundraising events for each organization.
- If extenuating circumstances exist that make separate events impractical, fundraiser coordinators should contact the Development Director to submit a joint fundraising plan for consideration.
- Joint fundraising may only be conducted with one other 501c3 tax exempt public charity. Fundraiser coordinators must submit documentation of the other organization's tax exempt status and provide a contact person for the other organization.
- Unless specified otherwise in marketing materials by actual percentages, allocation of proceeds and costs are assumed to be evenly allocated between the two organizations.
- A fundraising plan detailing estimated receipts and expenses, including allocations between the two organizations, must be submitted in advance of the event. Receipts must be made payable to one of the organizations who will assume the responsibility for issuing IRS acknowledgement letters.
- Events must comply with the Family Fundraiser Reimbursement Policy.
- Upon approval of the fundraising plan by the Fundraising Committee - considering such issues as the estimated amount raised, clarity to the donors, impact on other Society sponsored events, etc; the joint fundraising event will be considered a Society sponsored event subject to the corresponding benefits and obligations.
- A final accounting of the event detailing receipts and expenses, including allocations between the two organizations, must be submitted at the conclusion of the event.
- The failure to comply with the provisions of this policy in a previous year will result in the disapproval of the joint fundraising event in a subsequent year.