

Mounds View Public Schools
350 Highway 96 W
Shoreview, MN 55126

Regulation EG-4108

CHARITABLE FUND DRIVES

Distribution of information regarding the organizations will be permitted to assist employees in making informed decisions regarding contributions. Access for qualified charitable federations to the payroll deduction system will be authorized.

The District will not encourage or discourage a voluntary contribution to any particular organization, offer judgments concerning services of the organization, nor endorse an organization's goals.

Qualified charitable federations must submit by May 1 an application (Form EG-4108) to the Superintendent for approval. The Superintendent will inform applicants of his/her approval or disapproval by June 1.

The following guidelines are to be followed in implementing Policy EG-4108 Charitable Fund Drives.

1. In January, application forms (Form EG-4108) for that year's fund drive will be sent to federations which participated the previous year. Completed forms must be returned by May 1.
2. Federations wishing to participate for the first time must follow the same application process and meet the May 1 deadline.
3. Charitable federations must have authorization of each member agency for use of its name and for its participation in the fund drive.
4. The charitable federation and each of its member agencies must be in full compliance with all applicable statutes and codes.
5. Charitable federations and member agencies will not discriminate with respect to persons protected by law.
6. Each charitable federation and its member agencies will make available, upon request, copies of its annual report. Other pertinent information may be requested by the Superintendent for the purpose of making a fair and equitable decision.
7. Charitable federations must have qualified the previous year as a registered combined charitable organization in accordance with Minnesota Statutes.
8. Member agencies must have clearly defined statements of purpose and activities consistent with their stated purpose. Clear descriptions of programs and activities for which funds are being sought will be given to District 621 employees.
9. Undue pressure will not be exerted on employees to participate in fund drives.

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