

Yuma County Policy on Conducting Charitable Campaigns within Yuma County Government

History: Adopted by the Board of Supervisors on September 3, 2002, #13
ID #:0203

Comment:

NOTE TO FILE:
THIS IS THE VERSION THAT WALLY
EMAILED TO ME ON 9-6-02, 2:36
P.M., AS THE CORRECT VERSION TO
USE.

(I did add a header, directory path, and
Item # to the last page.)

. /cpi: 09-17-02

Goal: To provide an organized and manageable process that enables Yuma County employees to contribute through the workplace to responsible charitable organizations that further the interests of Yuma County.

Eligible Charitable Organizations:

Organizations must meet all of the following criteria to be eligible to be included in a countywide workplace campaign in Yuma County government that offers a payroll deduction option. Adherence to these criteria shall be determined by an employee charitable campaigns committee established by the County Administrator. This policy does not apply to intra-County charitable campaigns to assist a county employee or, if that county employee is deceased or incapacitated, his or her immediate family.

1. The organization must be tax exempt under 26 U.S.C. § 501 (c) (3).
2. Contributions to the organization must be tax deductible pursuant to 26 U.S.C. § 170
3. The organization's (or its local chapter's) primary mission or efforts must be to provide services or assistance that directly supports a Yuma County government agency, or that supports the achievement of goals and objectives in the Yuma County Strategic Plan, as last amended by the Yuma County Board of Supervisors on October 1, 2001, and as it may be subsequently amended by them.
4. If the organization is subject to A.R.S. 44-6551 *et seq*, the organization must have met all reporting requirements.
5. The organization must have its financial records audited annually (or bi-annually, if the by-laws call for a bi-annual audit) by an independent Certified Public Accountant (C.P.A.), whose examination is in accordance with generally accepted auditing standards (G.A.A.S), and the audit opinion should be "unqualified". "Qualified" opinions are subject to review by Yuma County's Financial Services for eligibility determination. These financial records and any such financial and operational audits shall be made available to Yuma County upon request.
6. The organization must disclose the % of its dollars contributed that are expended on administrative or fund-raising expenses.
7. The organization must spend at least 80% of funds raised from within Yuma County in the Yuma County community.
8. The organization must not be in violation of any state or federal laws prohibiting discrimination.
9. The organization must adhere to the employee solicitation process and schedule established for that organization by the County Administrator, or his designee(s).

The Board of Supervisors reserves the right to establish additional eligibility criteria as may be deemed necessary and appropriate. The Board of Supervisors also reserves the right to prohibit all charitable campaigns in the workplace.