

Watertown Area United Way Black Out Policy

For purposes of the Watertown Area United Way Black Out Policy (hereinafter the “Policy”), the following definitions shall apply:

Fundraising: Any direct, or indirect, solicitation, request, attempt to encourage, and/or any other act of raising money, funds, monetary contributions, or any other consideration (excluding personal service or physical voluntary assistance).

Partner Agency: Any entity that receives charitable funds, contributions, monies, or other consideration from the Watertown Area United Way.

Related Entity: An affiliate, subsidiary, agent, officer, successor, and/or assignee of the Partner Agency in which the primary beneficiary of the entity is substantially related to the primary beneficiary of the Partner Agency.

All Partner Agencies, and/or a Related Entity, shall be strictly prohibited from engaging in any Fundraising, directly or indirectly, from and through September 1st to October 31st of each calendar year. Partner Agencies expressly agree that the purpose of the Policy is to ensure that donors receive an ample duration of time to consider and contemplate the various charitable organizations they wish to support with adequate information. The Policy promotes the harmonious relationship between the Watertown Area United Way and its Partner Agencies to ensure that all charitable funds received by the Watertown Area United Way receive proper consideration and are diversified accordingly.

The following sanctions shall apply to a Partner Agency if a Partner Agency violates the Policy, in the sole discretion of the Watertown Area United Way Board of Directors, based on the number of violations in any consecutive three (3) year period:

- (1) **First Violation:** The Watertown Area United Way shall cease all funds provided to the Partner Agency, until such time as the Partner Agency is able to meet at a regular meeting of the Board of Directors of Watertown Area United Way. At such meeting, the Partner Agency shall explain the reason for the violation. The Watertown Area United Way may impose a fine, penalty, withdraw funding, or impose a probationary period determined by the Watertown Area United Way.
- (2) **Second Violation:** The Watertown Area United Way shall cease payment of all funds allocated to the Partner Agency indefinitely.

Notice of a violation shall be provided from the Executive Director of the Watertown Area United Way, in writing, to the Partner Agency, through first class mail, email, or facsimile.