

High Country United Way Donor Designation Policy

March 1, 2018

High Country United Way's mission is to "Unite People and Resources to Improve Lives in the High Country". The Board of Directors' primary purpose is to unite our donors' contributions and invest them in the most effective way possible to improve community conditions and meet immediate and emergency needs in the High Country. The Board's decision making is guided by our Community Impact process which involves input from community leaders and practitioners from across the region. To assist our donors in meeting their additional philanthropic goals, High Country United Way also offers the option to designate part or all their donation to a specific Community Impact area or non-profit agency.

The donor designation policy is based on the following guiding principles:

- Donors may designate part or all their gift to the following;
 - >The Local Community Fund where it will be used for the most good
 - >One or more of the following impact areas; Health Care, Education, Income Stabilization, or Basic/Emergency Needs
 - >Other United Ways
 - >HCUW Partner Agencies
 - >Non-Partner Agencies who provide; health and/or human services, or other traditional community needs
 - >HCUW endowment fund
- Donor-designated gifts will be considered a separate source of funding for the agencies requesting funds from the Community Impact program grant allocations.

The following guidelines will direct the fair and consistent administration of designated donations

- Donors who wish to support our Community Impact Fund and designate a portion of their gift to a specific agency may send separate contributions or one contribution with directions
- Designations to our Impact areas will be administered the same as our Community Impact Fund through the Board approved allocations process
- Designations to other United Ways will be considered "Pass Through"

and assessed a processing fee of 5% with a cap of \$100

- Designations from other United Ways that have already been assessed a fee will not be assessed an additional fee
- Designations to HCUW partners will be considered “Separate Stream” and assessed a processing fee of 15% with a cap of \$100
- Designations to non-partner agencies will be considered “Pass Through” and assessed a processing fee of 15% with a cap of \$100
- Donor designated gifts will be acknowledged for tax purposes by a form sent via mail

Agencies eligible to receive designations must meet the following requirements;

- >Must be a 501 (C) (3) non-profit and meet the same qualifying requirements as HCUW program grants recipients
- >Must agree not to solicit designated gifts to ensure a fair and equitable process