



United Way of Grand Forks  
East Grand Forks & Area

## 2020 PARTICIPATING PARTNER AGREEMENT

### Introduction

Before any Participating Partner may receive funds from United Way, its governing body shall approve and accept in substance the following terms and conditions of participation and file with the United Way a signed copy of this agreement.

Name of Participating Partner  
(or Fiscal Agency Name):

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Name of Executive Director/CEO:

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Phone Number:

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Email:

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### Joint Responsibilities:

The United Way of Grand Forks, East Grand Forks & Area agrees to:

1. Assume the responsibility for an annual community-wide fund-raising campaign in support of Participating Partner programs.
2. Determine the total funds available from the annual campaign, based on community needs and the prevailing economic conditions. Funds raised will be granted out to Participating Partner programs as Community Investments. United Way will also honor all Donor Designated funds so long as the designated agency is a nonprofit 501(C) (3) organization.
3. Recognize the right of the Participating Partner to determine its programs and services, its policy of operation and to administer its own internal affairs.

Agency Initials: \_\_\_\_

United Way Initials: \_\_\_\_



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The Participating Partner (or its Fiscal Agent) Agrees to:

1. They will not initiate employee workplace solicitations with payroll deductions.
2. Allow access, upon request, to financial information, books and records for examination by authorized representatives of the United Way in regard to any United Way programs and/or services.
3. Assume the responsibility of full cooperation with other United Way Participating Partners, and health & human service agencies in **eliminating duplication**.
4. Work to provide efficient health and human services to benefit the needs of families and individuals in the service area of United Way of Grand Forks, East Grand Forks & Area.
5. Operate under the management of a responsible Board of Directors, or governing committee which shall hold, at least one regular yearly meeting.
6. Conduct an annual United Way campaign among its employees.
7. Advertise publicly its participation as a United Way Participating Partner in all verbal presentations, news releases, media programs, letterheads, mass mailings, brochures etc. where United Way funds are part of the program or services.
8. Display a United Way Participating Partner sign on its premises that is provided by United Way.
9. Consult with United Way prior to discontinuing or making major changes to current services and/or programs funded by United Way.
10. Keep United Way informed of all major policy changes regarding client eligibility for its services and/or programs.
11. Comply with all applicable local, state and federal non-discrimination, equal opportunity and affirmative action laws and regulations.
12. Fully participate in United Way marketing efforts regarding program/client success

Agency Initials: \_\_\_\_

United Way Initials: \_\_\_\_



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## Signature Page

**This agreement shall remain in full force and effect July 1<sup>st</sup>, 2020 – June 30<sup>th</sup>, 2021**, until and unless modified by mutual agreement of the parties or revoked, in writing by either party. Revocation of partnership agreement by either party may require repayment of any unused grant monies awarded to the Partner Agency with full documentation required.

### Agency Signature

### United Way Signature

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Title

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Title

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Print Name

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Print Name

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Signature

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Signature

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Date

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Date

Agency Initials: \_\_\_\_

United Way Initials: \_\_\_\_