



**UNITED WAY OF NORTH CENTRAL OHIO
2020-2021 PARTNER AGENCY AGREEMENT**

AGENCY NAME: _____

The intent of this agreement is to enhance the collective giving and investment of our community resources to assure the provision of effective programs impacting the education, health, financial stability, and essential needs of our community.

AGENCY AND UNITED WAY MUTUALLY AGREE:

- To maintain responsible management through an elected and representative Board that comply with laws of the Federal, State, County, and city government.
- To recognize the essential autonomy of individual Agencies in which United Way invests funds and the responsibility of the Agency’s Board of Directors for details of proper management, including annual budgets and fiscal accountability.
- To recognize the autonomy of United Way and the responsibility United Way must invest dollars from the annual campaign; to ensure all dollars contributed to the annual campaign are utilized efficiently; to prioritize needs in the community; and, to ensure the effectiveness of service delivery of individual agencies in order to make investment decisions.
- To maintain an organized, auditable and accurate system of accounting that are necessary for government and United Way requirements.
- To maintain all records, complete all reports and filings, and comply with laws of the Federal, State, County, and city government.
- To abide by the relevant provisions of the United Way bylaws, policies and procedures.
- To maintain open communication on all matters of common concern including sharing of relevant documentation and bylaws.
- To cooperate in promoting the annual United Way Campaign and use its best efforts to raise the funds necessary for a sound and balanced program of community services.
- To provide through the appropriate United Way process(es), a program and budget review by a representative group of responsible citizens.
- To operate by policy and practice, within the parameters of the program(s) offered by the partner as well as the target population served, without discrimination based on race, religion, color, sex, age, handicap, national origin, sexual preference or ancestry in all respects, including provision of services, selection of Board, volunteers, and employment of staff.

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AGENCY AGREES:

- To provide the financial reports required by United Way.
- To recognize that United Way does not assume any responsibility for operating deficits.
- To utilize all opportunities to inform the public of the mutual values of United Way agency relationships to the community and to make known in every practicable manner that Agency is a recipient of community support through United Way.
- To cooperate with United Way in furnishing any data or pictures, not covered by confidentiality, to use for public relations events; to display the United Way symbol or name on all stationary, publications, premises, and to include reference to partnership with United Way in Agency printed matter and public releases.
- To encourage the members of its Board and other constituents to volunteer their services and provide financial support to the annual United Way Campaign; and to support the campaign effort to the fullest extent consistent with maintaining continuity of Agency's own work.
- To cooperate with other organizations in planning efforts to improve the effectiveness of the area's community service programs.
- To maintain adequate and current written information concerning services funded by United Way and make available that information on request.
- To submit to United Way a complete proposed annual budget in such form as may be requested by United Way.
- To submit to United Way by the 15th of each designated quarter, performance measures and success stories describing the individual or collective impact as the direct result of United Way funds. (See Terms below)
- To notify United Way of intent to create or expand a significant new program or modify or cease an existing service or program.
- To advise United Way of any changes in its relationship with its national organizations.
- To comply with the provisions of United Way's Supplemental Fund Raising Policy.

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- To qualify under the internal revenue code as a not-for profit 501 (c) (3) organization.
- To promote the concept of a combined local campaign and not encourage or market designations in the campaign to its own agency.
- To accept its allocation as approved and finalized by the United Way Board of Trustees, along with any appropriate revisions.
- To provide the programs and services being funded by United Way in the quantity and quality as described in the application.

DISPUTE RESOLUTION:

In the event of an alleged violation of noncompliance with the provisions or terms of this agreement:

- A conference will be set up with the United Way and agency officials in order to obtain information and documentation that will assistance in resolving the issue.
- If the United Way determines that a violation has occurred, sanctions may be imposed, which include but are not limited to a letter of retraction; a reduction or withholding of the agency's allocation; and/or disaffiliation from the United Way.
- Any sanction imposed shall be approved by the United Way Executive Committee and subject to appeal through the Board of Trustees, whose decision shall be final.

TERMS:

- This Agreement shall exist for a period commencing July 1, 2020 and ending June 3, 2021.
- Each agency shall submit quarterly reports, including performance measures and success stories, by the 15th of the designated quarter. Failure to comply by the 15th will result in a 10% reduction. After 30 days, the allocation for that quarter will be forfeited.
- This Agreement supersedes all prior agreements between the Agency and United Way.

Executed this day of , 2020 at United Way of North Central Ohio, Inc.

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AGENCY

UNITED WAY OF NORTH CENTRAL OHIO, INC.

By _____
President

By _____
President

By _____
Executive Director

By _____
Executive Director