

COORDINATING LOCAL FUNDRAISING ACTIVITIES WITH STATE FUNDRAISING

Sharing Policy

The goal of the sharing policy is to achieve the best fundraising results for the League as a whole in Illinois. It is important that potential contributors be approached in the most appropriate way. In accordance with this rationale, **the LWVILEF reserves the right to approach major corporations and foundations in Illinois for contributions** (major corporations are defined as first and second level "Fortune 500" companies as well as the corporate headquarters with several locations). The criterion is that the company serves an area larger than that of the local League. Similarly, foundations that fund in geographic areas larger than that of the local League are considered to be major foundations.

When the LWVILEF or any local League solicits major companies and foundations and receives a grant or significant donation, the donor is informed that a portion of their contribution will benefit the local League in their area, if there is one. The portion shared with the local League is 10% of the grant amount.

What if a local League wants to approach a corporation or foundation?

In all cases, local Leagues should call the LWVIL Office Administrator before contacting any potential donors who might be approached by the state League. You should also call the Office Administrator if you want help approaching a local funding prospect. Approaching businesses and foundations for funding support of various projects is a good thing to do! It's especially important as more League members are working, since grant dollars can pay for part-time and temporary staff to help us do the things we want to do.

There are two important points regarding this fundraising activity:

1. **WE CAN HELP!** The state office has resource directories and documents that you may likely need to prepare funding applications and proposals. Almost every foundation and corporation asks for proof of tax exempt status, at a minimum, and often they will want other attachments that we can send to you.
2. **WE NEED TO COMMUNICATE AND COORDINATE!** We all know that people outside of League have a hard time understanding the difference between the state, local and national levels. If we accidentally send the same company multiple requests from both a local League and the state League, they will be confused and we'll look bad for not knowing what's going on, so make sure you call the state office before you submit your funding requests.

If both a local League and the state League wish to approach the same company or foundation for support, we will decide together on the best way to proceed. Best case scenario will be that we combine efforts and get funded for both things with one joint request! In cases where a local League has established a relationship, the state will consult with that League about how or if a request should be made—the same goes for cases where the state has a relationship. This only works if we keep talking to each other, so please let us know what you're doing.

Profit Sharing Policy

When local Leagues and LWVIL collaborate on profitable projects in the local League area involving sizeable contributions from each, sharing will be on a 40% local and 60% LWVIL percentage. For instance, if a local League planned a seminar and the program/speakers were provided by LWVIL and the location, food and publicity were provided by the local League, all expenses including travel would be deducted and profits would be split on a 40%/60% basis. Most collaborative projects could be run through the Education Fund. Phonathon will not be included under this policy.