

## LWVIL POLICY FOR CO-SPONSORSHIP OF ACTIVITIES

The following policy shall guide the LWVIL Board in determining whether the LWVIL should undertake, endorse, or otherwise participate in a proposed program, event, project or activity (subsequently referred to as the 'Activity'). This includes activities to be developed by the LWVIL as well as those initiated by other organizations.

If the Activity will include a statewide elected official or candidate, additionally refer to the policies:

- Local League Program Considerations with State-Wide Elected Officials or Candidates
- LWVIL General Considerations When Planning Candidate Forum/Debates

### ACTIVITY CRITERIA

The following information should be included for the Activity evaluation:

1. To what extent will the Activity
  - further the mission and vision of the LWVIL?
  - further a current LWVIL priority?
2. To what extent is the Activity consistent with the LWVIL nonpartisan policy and diversity, equity and inclusion policy?
3. In what way(s) will the Activity contribute to the organizational strength of the League?
  - Will it enhance the League's visibility with the media, the public, diverse populations, other organizations and/or government officials?
  - Will it provide resources (training, materials, funding) to assist state/local Leagues?
  - Will it stimulate membership growth?
  - Does it have the potential to build long-term funding resources?
  - Will it position the LWVIL as a leader, either in civic engagement in general or on a public policy issue in particular?
4. What resources will the Activity require—from the staff, the LWVIL board and local Leagues—and are these resource demands appropriate, given existing organizational priorities and needs at all levels? Does LWVIL need to provide insurance coverage for the Activity?
5. Have the costs associated with the Activity been adequately detailed?
6. Have realistic sources of funds been secured or identified?
7. Does the Activity have potentially achievable results by which the LWVIL's effectiveness can be assessed?

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8. If the Activity is to be a collaborative one, does LWVIL have confidence in the leadership of the other organization(s)?
  - It is desirable but not mandatory that LWVIL have input in the planning/organization of the Activity. LWVIL guidelines for participation must be communicated to the co-sponsors.
9. What is the repercussion to LWVIL if it declines the Activity, for any reason?

### ACTIVITY REQUEST PROCESS

Common request scenarios and assignments:

- An LWVIL committee recommends LWVIL participate in the Activity. The committee is responsible for providing the vetting criteria information.
- An outside organization requests LWVIL participate in an Activity. The LWVIL executive director would work with the LWVIL president to provide the vetting criteria information.
- A request comes from a local League for LWVIL to participate in an event or for approval for the local League to participate. The LWVIL local League would work with the LWVIL executive director or LWVIL president to provide the vetting criteria information. *Consult the 'Speak with One Voice' policy.*

### ACTIVITY APPROVAL PROCESS

The LWVIL Executive Committee will review the vetting criteria information for LWVIL participation in the Activity. The LWVIL Executive Committee can approve events requiring a low threshold of resources. There is some discretion involved, but examples of a low threshold Activity include:

- one or two LWVIL resources for a one-day appearance as speaker/panelist
- LWVIL agrees to add its name as host or sponsor to promote a one-day event to its membership.

The Executive Committee would notify the LWVIL Board upon approval of an Activity.

An Activity requiring a defined budget or significant use of League resources will be recommended to the LWVIL Board for evaluation of the Activity.

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### LWVIL AND ORGANIZED PARTICIPATION IN A MARCH

For participation in a march, LWVIL defaults to the LWVUS current policy.

<https://www.lwv.org/league-management/guides/criteria-league-participation-marches-event>

#### **Document history**

Prior Version - March 2013, (named Guidelines for Co-Sponsorship of Meetings/Events)

Updated and Approved - May 8, 2021 - LWVIL Policy for Co-Sponsorship of Activities