



IAAP – Ohio Division Fundraising and Communication Policies

Fundraising

Ohio Division chapters shall only solicit donations for fundraising activities (ways and means) within their chapter to ensure that members' contact information remains private.

Chapters wishing to solicit donations from members for fundraising activities (ways and means) in other chapters within the Ohio Division may only do so when approved by the Ohio Division president. These requests are limited to members within the boundaries of the Ohio Division and should be communicated by the Ohio Division.

Ohio Division shall only solicit donations for fundraising activities (ways and means) within the Ohio Division to ensure that members' contact information remains private. These requests are limited to members within the boundaries of the Ohio Division and should be communicated by the Ohio Division president.

Educational and training programs are considered a fundraising activity and must adhere to the outlined approval process.

Non-IAAP fundraising solicitations (i.e. solicitations from members' home-based businesses, solicitations from members' employers) will not be forwarded to Ohio Division members under any circumstances.

Solicitations and communications are considered mass mailings whether they are via telephone, e-mail or through the United States Postal Service. This includes telemarketing, political campaigns, or any other non-IAAP fundraising, or unauthorized mass communications.

Donations for fundraising activities (ways and means) may not be requested from members in other divisions within the Great Lakes District without prior IAAP approval from the International district director for the Great Lakes District.

The International president must approve any communications or requests outside of the Great Lakes District.

The IAAP web community network and the International directory (leadership contact lists) are the property of IAAP and members' contact information is not to be used for fundraising purposes other than those outlined above or sold to anyone.

Raffles

The Ohio Division has been advised that raffles in the State of Ohio are not legal. The OCR 2915.092 Raffles states "... only charitable organizations listed in subsection 501(c)3 of the IRC are permitted to conduct raffles for profit or raffles not for profit." The Ohio Division Board has done extensive research on this.

- It should be noted that the Ohio Division IAAP is a business organization 501(c)6.
- Raffles are prohibited at any meeting conducted by the Ohio Division.
- Raffles are considered any contest where "chances" are sold versus a physical good.
- 50/50, reverse raffles and Chinese auctions are illegal.
- Any chapters conducting a raffle at other meetings will be responsible for any legal consequences.

- Examples of legal fundraisers are silent auctions, jewelry sales, pie sales or anything where the chapter receives a percentage of the proceeds.

Newsletters

Ohio Division chapters who wish to share their monthly newsletters with other chapters within the Ohio Division shall send their monthly newsletter with request to share with other chapters to the Ohio Division webmaster and division corresponding secretary. The chapter newsletters will be posted on the division website in the document library for reference.

The Ohio Division corresponding secretary, upon approval of the division president, will send a notice of the release of the *Buckeye Broadcaster* to all Ohio Division chapter presidents, Ohio Division members-at-large, Ohio Division past presidents, and the Ohio Division e-Group on the IAAP web community. Chapter presidents will be requested to forward the notice to their chapter's members. Ohio Division past presidents who do not have Internet access will be provided a copy via U.S. Mail.

Special Event/Program Flyers

Ohio Division chapters who wish to share their special event brochure and/or monthly program flyers with other chapters within the Ohio Division shall send their brochure or flyer with request to share with other chapters to the Ohio Division webmaster and division corresponding secretary. The chapter special event brochure or program flyer will be posted on the Division website in the document library for reference.

The Ohio Division corresponding secretary, upon approval of the division president, will send a notice of the posting of the special event brochure and/or program flyers to all Ohio Division members-at-large, Ohio Division past presidents, and the Ohio Division chapter president e-Group on the IAAP web community. Chapter presidents will be requested to forward the notice to their chapter members. Ohio Division past presidents who do not have Internet access will be provided a copy via U.S. Mail.

Division Web Community

Ohio Division members or chapters who wish to offer suggestions, articles, comments or feedback regarding the division web community should direct any communication to the Ohio Division webmaster and division corresponding secretary.

Communications

Following the appropriate chain of communication is essential to ensure that all parties involved have the necessary information to make an educated decision or be advised of such decision needing to be made.

The following have been developed to show the appropriate flow of information from International down through the leadership levels.

Overall Communications

The division board recommends the following guidelines for overall communications when sending/receiving information, requests and questions, and resolution to issues that may come up from time to time.

Chapter members should communicate with their chapter leadership. If chapter leadership needs further assistance, they should contact their division board contact. The division board contact will consult the division board for assistance, if needed, and communicate back to the chapter leadership who would communicate back to their member/membership.

Division committee leadership should communicate with the applicable division board contact. The division board contact will consult the division board for assistance, if needed, and communicate back to the division committee leadership who would communicate back to their division committee members.

Division board members should communicate with the full board. The division president, if needed, will contact the Great Lakes District director or the appropriate international department for assistance. The division president would communicate back to the division board members.

Communication to/from chapter leadership, all division members and division leadership may also be handled via emails, phone or through the various eGroups on the IAAP web community.