



UNITED WAY OF EAST MISSISSIPPI PARTNER AGENCY AGREEMENT

Calendar Year 2012

The United Way of East Mississippi (Chartered: United Way of Meridian, Inc.) has been established in Meridian, Lauderdale County, Mississippi, for the purpose of developing financial and volunteer resources for community impact programs and service organizations and other charitable purposes, which will, for brevity, hereafter be called the United Way, and the undersigned human service agency,

(Agency Name)

desires to participate and receive funds from said United Way, which will, for brevity, hereafter be called the Agency, agrees to the following:

Articles of Partnership

I. The Agency shall:

1. Agree to accept the duly adopted bylaws of the United Way and all terms within those bylaws as a part of this agreement. Furthermore, the Agency acknowledges receipt of said bylaws and acknowledges that it has read and understood same.
2. Agree to display the United Way name and logo at their facility, on agency literature, as a media tagline, on websites, and by any other available means to promote the United Way Partnership.
3. Agree to aggressively promote the United Way Campaign by:
 - a. Providing speakers and tours;
 - b. Participating in mutually agreed upon activities;
 - c. Conducting an employee workplace campaign utilizing payroll deduction;

- d. Promoting giving to United Way as the best way to support partner agencies and programs;
 - e. Providing willing and able volunteer campaign workers when needed; and
 - f. Once a year, write a letter to the Editor of *The Meridian Star* that describes the Agency's mission and the importance of its partnership with United Way.
4. Agree to comply with terms of funding and to operate within approved budgets reviewed by United Way.
5. Agree to adopt uniform budgeting standards and generally accepted accounting standards and procedures.
6. Have a functioning advisory body or governing board comprised of local area community volunteers whose responsibilities are to ensure that the Agency's rules, regulations, and by-laws are consistent with the organization's mission and vision.
7. Agencies shall provide semiannual Outcome Reports to United Way of East Mississippi delineating service provided and outcomes.
8. Agree to maintain a current and effective affirmative action plan consistent with United Way policies and acceptable to the appropriate regulatory agencies. In addition, the agency agrees to not engage in unlawful discrimination in any manner as it applies to appropriate state and federal law.
9. Have the responsibility to meet all federal and state laws pertaining to charitable organizations.
10. Have the right to appeal decisions of the United Way by having the Agency Chief Volunteer Officer state, in writing, the specific grounds of the appeal to the Chairman of the Board of Directors of the United Way.
11. The Agency agrees, as a condition of the award of a United Way grant, and as a condition of the payment of each installment of a grant already awarded, that it will report to the Chief Executive Officer of United Way of East Mississippi, in writing, within 3 business days, any contact by any police agency, any government treasury department, or any other regulatory agency, which seeks to investigate any allegation of financial or managerial misconduct, or any allegation of criminal misconduct by the agency or by any member of its board or staff. The agency further agrees that any adverse accountant or auditor reports or remedial financial recommendations shall be

made available to the Chief Executive Officer of United Way of East Mississippi within 3 business days of receipt by the agency.

II. Supplemental Fund Raising

United Way of East Mississippi strongly recommends that your agency conduct no solicitations, benefits, membership drives, or other money raising activities during the United Way Campaign. The United Way Campaign will include the period of time from Labor Day until Thanksgiving each year.

III. The United Way:

1. Agrees to conduct an annual campaign, in the most cost effective and efficient manner, to raise funds for the benefit of all Partner Agencies.
2. Agrees to fully comply with all duly adopted policies and practices.
3. Agrees to actively market and promote partner agencies and their services in campaign and educational materials. Additionally, agrees to allow partner agencies the full use of United Way's name and logo as long as its use remains consistent with the mission of United Way.
4. Agrees to actively seek collaboration in assessing community needs and proposing strategies to meet those needs.
5. Agrees to value and respect the individual autonomy and integrity of agencies within the scope of the United Way concept.
6. Agrees to cultivate an environment that encourages volunteerism and provide a linking role for people who desire to help with nonprofit organizations needing help.
7. Agrees to seek mutually beneficial relationships with corporate and individual contributors.
8. Agrees to support partner agency initiatives by participating with them upon request.
9. Agrees, as steward of the community fund, to monitor agency effectiveness and efficiency through the term of this agreement. In addition, as set forth in its bylaws, United Way has final authority in disbursing funds to Agencies including the right to withhold monthly allocation disbursement when terms of this agreement are not met.

10. Shall conduct an annual financial and operational review of each agency to ensure compliance with the articles of partnership.
11. Has the responsibility to meet all federal, state and local law in regard to operation.

We the undersigned have read and understood this agreement and agree to comply with the requirements set forth.

Signed:

BY: _____
Agency Chief Volunteer Officer

BY: _____
United Way Chief Volunteer Officer

BY: _____
Agency Director

BY: _____
United Way Executive Director

DATE: _____

DATE: _____