

Third Party Benefit Memorandum of Understanding

I have read and received a copy of the HIV Alliance Third Party Benefit policy and accept the terms outlined below.

On behalf of (group): _____

Name: _____

Signature: _____

Policy:

The HIV Alliance development department must approve all Third party benefits and ensure they are appropriately raising funds and awareness in line with the mission of the organization. The HIV Alliance may give permission for the use of its name as beneficiary of a third party fundraising event. It will gratefully accept any funds donated that were raised at the event. However, HIV Alliance does not accept obligation to the third party fundraiser by offering assistance in marketing, media advertising, or mailings to the private HIV Alliance database or other promotion of the event.

Intent:

The purpose of the Third party benefit policy is to delineate the potential concerns and or successes of such benefits. HIV Alliance is appreciative of all appropriate fundraising activities for the benefit of the agency as approved by the development department. The HIV Alliance does not have the capacity (limited resources of staff time and budget) to promote non agency directed events. Additionally, we wish to avoid miscommunication of participation by the agency staff, board and supporters.

Procedures:

1. Third party benefit ideas or requests must be received by the HIV Alliance development department in writing well in advance of the potential benefit to allow for sufficient review and approval.
2. The HIV Alliance will give written permission for the use of its name in connection to the event.
3. The HIV Alliance holds no obligation to the event.
4. The HIV Alliance will gratefully accept all donated proceeds from the event.
5. The HIV Alliance will send a tax receipt to the group making the donation as appropriate.