

# Lake Erie Council

## Fundraising Guidelines During COVID-19 Pandemic

In an effort to promote safer practices while fundraising during the COVID-19 Pandemic, unit leaders should consider the following guidelines. In addition, unit leaders are required to complete and turn in the Event Checklist when submitting the Unit Money Earning Application.

The examples of the types of fundraisers listed in each category are for guidance only. The examples are not intended as limits, but include all fundraisers of a similar nature.

The following types of fundraising events are **recommended**:

- Lake Erie Council popcorn sale
- Lake Erie Council Scouts Own products

The following types of fundraising events are **allowable** with prior authorization:

- Outdoor events such as car washes, dog washes, virtual races, or golf tournaments
- Product sales such as Christmas wreaths, plants, plant seeds/bulbs, candles, commercially packaged foods such as coffee, chocolate, nuts, or jerky. Take orders are preferable to a show-and-sell.
- Clothing drives
- Any type of fundraising activity that can be conducted exclusively online or with no in-person contact or with minimal in-person contact while wearing masks and practicing social distancing
- Restaurant nights – a restaurant will donate a portion of the proceeds of one night to a unit that promotes the restaurant night

The following type of fundraising events are **not recommended**:

- Any type of event where food is prepared and/or served such as a spaghetti dinner or pancake breakfast
- Any type of event that places youth or adults in close physical contact with other people while indoors or involves large gatherings of people, i.e. more than 10 people
- Other fundraising activities already prohibited by BSA, as outlined in the Unit Money Earning Application

# Lake Erie Council

## Fundraising Guidelines During COVID-19 Pandemic

### Event Checklist

Units are advised to use this checklist, until further notice, while planning a fundraiser and submit it for approval along with the Unit Money Earning Application. Units should review, a second time, items 1 through 6 the day of the fundraising event for updated information. **Units and participants should understand that following these guidelines does not eliminate the risk of contracting COVID-19.**

1. The unit has determined the health condition alert level of its home county and the county where the fundraiser will be conducted. Alert level is \_\_\_\_\_ in home county, and \_\_\_\_\_ in the county where the fundraiser will be conducted.  
<https://coronavirus.ohio.gov/wps/portal/gov/covid-19/public-health-advisory-system>
2. The unit has read and is adhering to the latest guidelines from the Ohio Department of Health.  
<https://coronavirus.ohio.gov/wps/portal/gov/covid-19/families-and-individuals/Public-Health-Orders/>
3. The unit has read the Ohio COVID-19 Risk Level Guidelines for the Public.  
<https://coronavirus.ohio.gov/static/OPHASM/COVID-19-Risk-Level-Guidelines-GP.pdf>
4. The unit has read and is adhering to the latest guidance from the CDC.  
<https://www.cdc.gov/coronavirus/2019-nCoV/index.html>
5. The unit has read the Lake Erie Council COVID-19 Information & Updates and national BSA guidance. <https://lecbsa.org/covid19> <https://www.scouting.org/coronavirus>
6. The unit has consulted with its charter organization for scouting event pandemic guidelines and with regard to the current fundraiser.
7. Each youth and adult participant must sign and submit to their unit a Participant Consent Form – Fundraising Event. (The form can be found on the LEC website.)
8. Each participant understands these precautions for risk reduction and agrees to follow them:
  - Conduct a daily health/symptom evaluation for 14 days prior to the event.
  - People who meet the following criteria should not participate:
    - Exhibiting a fever (temperature of 100.4 degrees or higher) or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, diarrhea.
    - Traveled internationally or to a highly impacted area within the United States of America in the last 14 days.
    - Has tested positive for Coronavirus/COVID-19 within the last 10 days or has been exposed to someone with a suspected and/or confirmed case of the Coronavirus/COVID-19 in the last 14 days.
  - Limit group size to 10 or fewer persons. Track attendance for contact tracing.

- All participants must wear masks (or other covering) over the nose and mouth while in the vicinity of others. Maintain a 6-foot distance from other participants.
- Ensure that hand sanitizer is available and encourage frequent hand washing, with soap and water if available.
- Sanitize the area used, when possible.