Fundraising Policy – Chapter 18 of JASMYN Accounting Policies and Procedures Manual:

Events organized by outside organizations or individuals must meet the following standards:

- To promote the public trust of JASMYN and advance either its fundraising or advocacy goals
- Activities associated with the event are within the law, consistent with our messages to youth regarding safety and respect, and do not run a risk of defaming JASMYN’s name or reputation

JASMYN (the Jacksonville Area Sexual Minority Youth Network Inc.) of Jacksonville, FL, is a 501(c)(3) organization. EIN: 59-3284175. Donations are tax-deductible.

Implementation Guide:

Any third party wishing to raise funds to support JASMYN’s work is requested to notify JASMYN of the intent to fundraise at least 2 weeks before the fundraising activity takes place.

The following guidelines apply to all external fundraising on JASMYN’s behalf.

The third party is required to:

- Use JASMYN-provided logo only, and specifically no clipped logos from the internet
- Use JASMYN-approved language regarding our work. Here are two examples of such language:
  - JASMYN supports the empowerment of LGBTQIA+ young people through leadership, advocacy, resources, and a safe and affirming community with a vision that LGBTQIA+ young people's identities, aspirations and contributions are valued and affirmed. For more information visit JASMYN.org.
  - JASMYN is a nationally recognized LGBTQIA+ youth center serving Northeast Florida. They offer safe space, connect to health and housing solutions and create opportunities for young people. For more information visit JASMYN.org.
- Provide JASMYN any materials including use of our logo or likeness in advance of making them public
- If you tag JASMYN on social media, please tag our community-facing pages:
  - [https://www.facebook.com/JASMYNJAX](https://www.facebook.com/JASMYNJAX)
  - [https://www.instagram.com/jasmynjaxlgbtq/](https://www.instagram.com/jasmynjaxlgbtq/)
- Provide JASMYN pertinent information about the fundraising event, including date, time, occasion, number of people expected and amount intended to donate, plus any request for appearances; JASMYN policy allows for staff to make appearances as time allows and JASMYN makes no promise of same
- Communicate with JASMYN once the fundraising event has ended to share results and make arrangements to relay funds to JASMYN

JASMYN will:

- Approve JASMYN’s participation in and materials for the event as they are completed according to above requirements
- Promote the event at least once on the social media platform of our choice, depending on other activities being promoted concurrently
- Communicate with the organizer/contact
- Send organizer/business a tax letter for donation after it is received
- Accept no liability for any occurrence at the fundraising event

Examples of third party fundraising:

- A restaurant/bar creating a drink, dessert, meal or appetizer with a portion of each sale given to JASMYN
- An arts organization doing a performance with the proceeds benefitting JASMYN
- An artist selling/auctioning works to benefit JASMYN, online or at another event
- A dance club giving a percentage of the door on particular evenings to JASMYN
- A person holding a living room party with friends and asking for donations for JASMYN
- A person/organization/business organizing an event of any size, at any venue to benefit JASMYN