

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

April 10, 2023

An Order To establish a framework for City Departments to Receive Donations from Citizen-based Fundraising Organizations

Whereas, the City of Newburyport (“City”) is appreciative of the efforts by citizen-based (“friends”) groups to raise private funds in support of public organizations including city departments, and

Whereas, the City desires to standardize rules of engagement while promoting transparency and compliance to both Massachusetts state law and City rules and regulations, and

Whereas, all Organizations of this type fall under the oversight of the Massachusetts Attorney General’s Office pursuant to G.L. c. 12 §8e-8f and G.L. c. 68 §18-35. Donations are covered under G.L. c. 44 §53A and §53A ½ as well as under the City of Newburyport’s Financial Policy Section VII (B).

Now, Therefore, The City Council of the City of Newburyport, hereby states as follows:

1. All Donating Organizations must show proof, through the City Clerk’s office, of the following on file with the Attorney General’s Office (AGO):
 - Articles of organizations, Charter or Bylaws
 - List of current officers and their mailing addresses
 - Registration to do business within the State of MA
 - EIN, or charitable ID number
 - Filing of prior year’s tax returns.
2. All organizations must comply with Donation/Gift policy of the City and rules of the Commonwealth of Massachusetts.
3. All donations to a City Department shall be treated as a Gift.
4. All donations that total \$500 or more, separately or collectively, must be submitted by the City Department through the City Finance Director for approval by the City Council and should identify the project/need for the donation, and whether it is restricted or unrestricted.

And Furthermore, all donor organizations are to provide a list of donations received including names of donors, amount (or range of amount ie, under \$100, or, over \$1000), and whether money is restricted or

unrestricted. This list is requested once per year and is done via a communication to the City Financial Director and City Council.

Failure to abide by these rules of engagement may result in a donation not being accepted or a delayed acceptance.

Councillor James J. McCauley

In City Council April 10, 2023:

Motion to refer to Community Services collectively ODNC00148 and ODNC00149 by Councillor McCauley, seconded by Councillor Cameron. Roll call vote. 11 yes. Motion passes.