



LOVE OUR NEIGHBORS MEMBERSHIP AGREEMENT

Love Our Neighbors (“LON”), a Program of Love Stanislaus County, provides a web portal and marketing efforts in Stanislaus County in order to raise awareness and support for non profits, city and county programs (referred to collectively as the “Organization”), who are doing work aligned with Focus On Prevention (“FOP”). These offerings include donation and volunteer opportunities for the benefit of the Organization and the clients they serve.

In order for the Organization to be listed as an LON partner, the Organization agrees to the following:

1. Non Profits have an active 501c3 status and website for people to visit.
2. All donation and volunteer opportunities submitted by the Organization align with FOP objectives (Healthy Families, Safe Neighborhoods, Education, and a Healthy Economy).
3. Organization acknowledges LON has the right to refuse any of Organization’s submissions to LON’s site at its sole discretion.
4. All donations received by the Organization from the LON site will be used solely towards the initiatives they were intended for.
5. If donations are to be shared on the LON website, Organization will agree to a merchant credit card processing account (this is how nonprofits receive online funds). This information will solely be used to deposit funds directly from LON’s donation portal to the Non Profit. LON will never directly handle any of Non Profit’s donations. If the Non Profit does not have a merchant credit card processing account that is compatible with LON, Non Profit agrees to have a WePay Merchant Account created and linked to the Non Profit’s bank account.
6. Organizations will comply with Donation and Volunteer Project Management guidelines (included in Exhibits A and B below).
7. Organization acknowledges all data collected on the LON site is property of LON. Organization will have access only to donor and volunteer data of those who interact directly with the Organization’s projects.
8. Organization agrees to hold harmless Love Stanislaus County, their Board Members and staff, of any loss or legal or financial liability that arises out of any error, omission or act related to the operation of this agreement.

Organization acknowledges that:

- This Membership Agreement can be amended at any time by LON.
- LON retains the right to remove Organization from the LON platform at any time at LON’s sole discretion.

Organization agrees to follow guidelines outlined in the following Exhibits and acknowledges that the guidelines have been delivered to Organization by LON prior to registration on LON’s website.

Exhibit A: Donation Guidelines

Donations

Donations listed on LON's website will all be specific donation amounts to meet a specific need (ie. "\$50 will feed a family of four for a week, \$100 will house a family for 2 nights", etc.). There will be no generic requests for donations listed on LON's website.

LON will list the donation opportunities and then direct the funding amounts to the Organization. It is the Organization's responsibility to process the funds electronically and to utilize the funds for the dedicated purpose listed.

Donation levels and opportunities:

\$ 50	<i>Feed a family of four for a week. (example)</i>
\$ _____	_____
\$ _____	_____
\$ _____	_____

Donations will be collected through the software application Giving Fuel, maintained by LON. Organization will agree to a Giving Fuel account so funds can be routed through Organization's credit card processor and deposited in Organization's bank account. 100% of the donations will pass directly to the Organization, less credit card processing fees charged by the Organization's credit card processing company.

If the Organization does not have a compatible credit card processor, it agrees to the creation of a dedicated We Pay merchant credit card account that will be linked to LON's Giving Fuel account.

Organization may access Donor's information from RegFox for its own purposes.

Exhibit B: Volunteer Guidelines

Once your registration is received and reviewed/approved, you will receive an email detailing the next steps.

You may submit Volunteer Projects to be viewed on the Love Our Neighbors (LON) site at: <https://www.loveourneighbors.org/submit>. We will get back to you soon on the status of your project. Once your project has been approved, it will be posted on our website.

Project Leaders (that's you!) are responsible for the following:

- Communication with the volunteers through email, texts and/or telephone confirming with each volunteer all details so that there is no confusion.
- Be prepared to monitor your email and texts for updates and respond accordingly and promptly.
- Provide an orientation and training to ensure a positive volunteer experience which can then be nurtured into an ongoing relationship with your organization.
- Champion your project among everyone you have influence (social media, email, posters, flyers, etc.) and try to get people signed up. Encourage people to sign up at www.loveourneighbors.org. If you have a school project, inspire your students to tell their parents and families!
- Email, text and/or call often all of those who sign up for your project ... thanking them and giving the details needed (this needs to be done when they sign up, weekly as well as the few days before the event as a reminder).

Before you begin your project, we recommend having a short orientation with your group to not only share about what you'll be doing, but also cast vision for your organization and asking if it would be ok to stay in touch with them (since you will have their contact information). Hopefully many will continue to volunteer with you long term, but it's up to you to continually reach out to them after your volunteer opportunity.

Make sure you reach out after the volunteer day and thank your volunteers for their service along with the link to the Ratings & Reviews page.

A list of your project volunteers is available for download and may be used to communicate with your volunteers after your event.