

Combined Charitable Appeal for University Employees
Agreement for Returning Federations¹

By submitting the renewal to participate I certify that the federation I represent:

1. Has been accepted for participation in the Maine State Employees Combined Charitable Appeal (MSECCA).
2. Operates in compliance with all applicable federal, state and local laws.
3. Accounts for its funds in accordance with generally accepted accounting principles. An audit is performed and a financial statement is available.
4. Is directed by an active Board of Directors which meets regularly and a majority of whose members serve without compensation.
5. Is in compliance with the State of Maine Charitable Solicitation Act.
6. Effectively uses funds contributed for its announced purposes.
7. Prohibits the sale or lease of CCAUE contributor lists.
8. Agrees to have the online application for your federation and participation agencies completed no later than May 31, 2016. The participant federation is responsible for their listing in the CCAUE database. The online charity listing and printed materials are developed based on the information provided on your application/renewal form. No changes can be made to the 25 word description once the form is submitted. Descriptions that exceed 25 words will be edited by the CCAUE Administrator.
9. Is applying for 12 or more agencies that meet all MSECCA and CCAUE requirements.
10. Has determined that the federation and all _____(enter number) member agencies included in this application satisfy the standards set forth below. Each member agency has submitted the following to the federation:
 - Certification that it has obtained a valid designation by the Internal Revenue Service as a 501(c)(3) tax exempt organization and that such status has not been revoked and certifies that all organizations in the fund or federation have obtained 501 (c)(3) status for a two-year period immediately preceding the commencement of the campaign.
 - Each federation and its constituent agencies must provide services or advocacy in the fields of human, animal, or environmental health and welfare.
 - Evidence that the charity is directed by an active Board of Directors which meets regularly and a majority of whose members serve without compensation.
 - Submits current copies of both certified articles of incorporation and bylaws.
 - Evidence of a written policy of non-discrimination regarding race, color, religion, national origin, disability, age, gender, sexual orientation, or association with any of these protected classes.

¹ Updated June 2017