


FROM	NAME & TITLE	Andrey Bundley, Director	CITY of BALTIMORE MEMO	
	AGENCY NAME & ADDRESS	Mayor's Office of African American Male Engagement		
	SUBJECT	Governmental/Charitable Solicitation Application		

TO Honorable President and Members of the Board of Estimates DATE: February 7, 2022

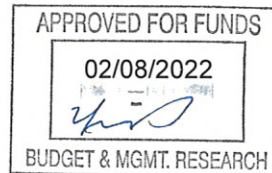
ACTION REQUESTED OF THE BOARD OF ESTIMATES:

The Board is requested to endorse a Governmental/Charitable Solicitation Application for submission to the Board of Ethics of Baltimore City to benefit the Mayor's Office of African American Male Engagement — Connect 2 Success Squeegee Alternative Plan 2022-23 fiscal year. It is estimated that donations will be received in the form of in-kind and monetary donations. Donations will be solicited by Andrey Bundley, Director, Mayor's Office of African American Male Engagement; Tracey Estep, Sr. Manager of Operations and Programming; Richard Leandry, Program Manager of Youth Initiatives; and Vernon Horton, Operations Specialist. The period of this solicitation is July 1, 2021 and December 2022

Questions: contact Tracey Estep 443-750-0422 / tracey.estep@baltimorecity.gov

AMOUNT AND SOURCE OF FUNDS:

No General Funds are involved in this transaction.



BACKGROUND/EXPLANATION:

Dating back as early as the mid 1980's, Baltimore has grappled with a persistent youth panhandling challenge, specifically youth that participate in free-lance windshield washing at high traffic intersections across the city. In 2019, the Mayor's Office of Children and Family Success (MOCFS) and the Mayor's Office of African American Male Engagement (MOAAME) developed a support model for disrupting environments that encourage squeegee activity, while providing wraparound supports to youth.

Mayor Scott's Administration is building on the initial strategy developed by MOCFS and MOAAME, re-engaging academic partners, business and community leaders to develop a strategic action plan for disconnected young men and boys rooted in public health and guided by best practices and research. To achieve these goals, the plan emphasizes intensive case management, consistent youth engagement, and access to immediate financial resources. The path to eradicating squeegeeing cannot include criminalizing poverty; alternatively, we must improve educational outcomes; better coordinate human service resources, and deploy intervention responses that are grounded in empathy for all.

A potential donor list will be comprised of individuals, corporate entities, churches, and foundations, that contribute to the economic, social, and cultural vitality of Baltimore City. Most of the individual and corporate entities fitting that description are not controlled donors. However, those potential donors who are controlled doors with respect to the City Council or the Board of Estimates will not be targeted or singled out in any way and will be solicited, if at all, in the same manner as other potential donors.

Baltimore City Code Article 8, Section 6-26, prohibits solicitation or facilitating the solicitation of a gift. An exception was enacted in 2005 to permit certain solicitations that are for the benefit of an official governmental program or activity, or a City-endorsed charitable function or activity. Ethics Regulation 96.26B sets out the standards for approval, which includes the requirement that the program, function, or activity to be benefited and the proposed solicitation campaign must be endorsed by the Board of Estimates or its designee.

MBE/WBE PARTICIPATION:

MBE/WBE goals do not apply as there are no subcontractors.

BALTIMORE CITY RESIDENTS FIRST (BCRF):

BCRF does not apply as the contract is for less than \$300,000.

APPROVED BY THE BOARD OF ESTIMATES:

MOAmeato

3/2/2022

Clerk

Date



BALTIMORE CITY ETHICS BOARD

635 City Hall
100 N. Holliday Street
Baltimore, Maryland 21202
(410) 396-7986
ethics@baltimorecity.gov

**GOVERNMENTAL/CHARITABLE SOLICITATIONS –
APPLICATION FOR APPROVAL**

NAME OF BENEFITTED PROGRAM / CHARITY: Mayor's Office of African American Male Engagement

PART A. SPONSORING AGENCY

Name Mayor's Office of African American Male Engagement
Address 1 N. Charles Street, Suite 1600, Baltimore, MD 21201
Contact Person / Coordinator Andrey Bundley
Telephone 443-984-1084 Email andrey.bundley@baltimorecity.gov

PART B. PURPOSE OF PROPOSED SOLICITATION:

I. Identify the specific governmental or charitable program, function, or activity for which solicitations will be made:

MOAAME solicit funds to address the needs of Disconnected Youth. The solicited funds will be used for barrier removal, earn as you you grow stipends, and programmatic needs of Disconnected Youth.

II. Describe the specific purposes to which contributions and other receipts will be applied:

The Purpose of the contributions and receipts will provide Disconnected Youth financial opportunity to remove barriers related to necessities such as food, clothing, shelter, transportation, and securing essential documents.

III. Select the appropriate range for the aggregate value of the contributions sought:

- \$500,000 or more
- between \$150,000 and \$500,000
- between \$50,000 and \$150,000
- between \$5,000 and \$50,000
- less than \$5,000

PART C. CITY ENDORSEMENT

By: _____ Board of Estimates _____ Designee of B/E: _____

Date and Manner of Endorsement: _____

Attach Copy of Written Endorsement

PART D. WHEN AND HOW SOLICITATION TO BE CONDUCTED

I. Proposed starting date of solicitation efforts: 7/1/2021

II. Proposed ending date of solicitation efforts: 12/31/2022

III. Describe the categories of persons to be solicited and by whom and how those solicitations will be made:

Solicitation will be made through direct contact. Donations will vary between monetary and in-kind. There will be no direct exchange of funds. All payment will be made directly to Baltimore Civic Foundation on behalf of MOAAME. The following Entities will be solicited: corporations, foundations, churches and individual donors.

IV. Identify all public servants who will be soliciting contributions

- Andrey Bundley- Director
- Tracey Estep-Sr. Manager of Operations and Programming
- Vernon Horton- Operations Specialist
- Richard Leandry-Youth Engagement Manager

V. Describe measures to be taken to ensure that the solicitation (i) will be directed at a broad range of donors and (ii) will not specially target *controlled donors*:

The members of the community-based coalition including the Boys and Young Men of Color cabinet plan to solicit donors through a direct ask process and written correspondence.

VI. Describe measures to be taken to avoid any suggestion that contributors might receive special access or favored treatment from any *agency* or *public servant* of the City:

The Mayor's Office of African American Male Engagement will ensure all messaging is made clear in All solicitation communications.

PART E. Fiscal Sponsor PERSON RESPONSIBLE FOR CUSTODY, ACCOUNTING, AND DISTRIBUTION OF DONATIONS)

Note: This individual may not be employed by the *Sponsoring Agency*.

Name Baltimore Civic Fund, Inc.

Address 1 N. Charles Street, Suite 1600, Baltimore, MD 21201

Telephone (443)-540-6113 Email HyeSook@baltimorecivicfund.org

I. Disclose the person or persons within the distributing entity who will be responsible for fund distribution and accounting.

The Baltimore Civic Fund's finance manager, Tammy Grinnan, is responsible for fund distribution and accounting. The Civic Fund's President, HyeSook Chung, is responsible for reviewing and approving all disbursements. Program Director, Cassandra Sullivan, can provide reports and other information about program account use.

II. Describe how the funds will be held pending distributions, e.g., held in a trust or other dedicated account, in a general account, co-mingled with other funds, etc.

The Baltimore Civic Fund holds funds in a co-mingled account wherein every program account is segregated by a unique identifying program account code that is only accessible by the authorized contacts and uses. This project will hold funds in program accounts #226 Squeegee Alternative Plan and #246 Connect to Success.

III. What measures will be taken by the distributing entity to ensure that the donations will actually be used for the intended purpose?

~~The Baltimore Civic Fund keeps records of all supporting documentation given for donations, including grants and other conditional funding. Grants are assigned transaction codes in our financial system. All disbursements from the accounts are initiated by a payment request form completed by the program, and signed by the program's authorized signatory (agency director or designated staff), all payments must align to the stated scope of the program account.~~

IV. What measures are in place to account for the donations? In the event that donations exceed the charitable need, please state how the additional funds will be allocated or dispersed.

~~Donations are input into our financial system with supporting documentation uploaded with the deposit. Donations are coded as contributions and grants are assigned grant codes. The Civic Fund sends donors gift acknowledgment letters. The funds remain in the program's account to be used in accordance to the scope of the program unless otherwise directed by the donor.~~

V. Please provide details about the measures that will be taken by the distributing entity to ensure to ensure that controlled donors will not receive preferential treatment.

~~All disbursements need authorization by the Civic Fund program's authorized signatory, sufficient supporting documentation and are made in accordance to the IRS guidelines for nonprofits. For agencies who seek to fundraise, the Civic Fund will request the account authorized signatory certify that the Agency have gone through Ethics training and will abide by the rules and regulations of the Board of Ethics as it relates to funds raised through its Civic Fund's account.~~

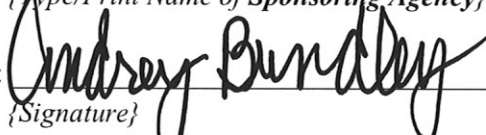
PART F. SIGNATURE AND AFFIRMATION

I affirm under the penalties of perjury that the contents of this Application and of all accompanying attachments are true to the best of my knowledge, information, and belief.

Date: 2/1/2022

FOR: Mayor's Office of African American Male Eng

{Type/Print Name of Sponsoring Agency}

BY: 

{Signature}

Andrey Bundley

{Type/Print Name of Sponsoring Agency}

1 N. Charles Street, Suite 1600, Baltimore

{Type/Print Office Address}

443-984-1084

{Type/Print Office Telephone Number}

andrey.bundley@baltimorecity.gov

{Type/Print Email Address}

APPROVED BY THE BOARD OF ESTIMATES



3/2/2022

Clerk

Date

MOAAME_Governmental/Charitable Solicitation Application