

**Community Service and Charitable Projects and Programs
Sponsored by University-Affiliated Organizations –
Legal and Policy Guidelines**

Potential Situation	Example	Permitted?	Legal & Policy Issues
Situation #1: Organization raises funds for charitable (including community service) projects managed by Princeton University.	Raise funds to support the University's Pace Center.	Yes	Organizations engaged in such projects may solicit donations for the project as part of their regular Organization mailings. These gifts are gifts to Princeton and clearly further Princeton's mission.
Situation #2: Organization raises funds for scholarships or internships for University students.	Solicit funds for a need-based scholarship for students from a regional association.	Yes	Organizations engaged in such projects may solicit donations for the project as part of their regular Organization mailings. These gifts are gifts to Princeton and clearly further Princeton's mission. However, Organizations should seek approval from the Alumni Association and Annual Giving offices before beginning solicitations. Organizations should also note that scholarships must be coordinated through the Office of Development.
Situation #3: Organization wishes to raise funds for scholarships, fellowships or internships for non-University affiliated students or for Princeton alumni.	N/A	Requires Specific Approval	These situations bring up questions of furthering Princeton's mission and compliance with 501(c)(3) private benefit restrictions. Such programs require University approval through the Office of the Alumni Association prior to the start of the program.
Situation #4: Organization raises funds or uses dues receipts to donate to a charitable organization not included under Princeton's tax umbrella, <i>with an in-person component</i> that brings Princeton alumni together.	Supporting a tiger exhibit at a nearby animal rescue shelter, with an annual visit for a special tour open to the entire local alumni body.	Yes	Organizations engaged in hands-on projects may solicit donations for the project as part of their regular Organization mailings. Like other Organization events, the in-person component of such a project brings together classmates/organization members and enhances their connection to Princeton. Such work is considered to further the mission of Princeton. However, Organizations should seek approval from the Alumni Association and Annual Giving offices before beginning solicitations.
Situation #5: Organization wishes to raise funds or use dues receipts to donate to a charitable organization not included under Princeton's tax umbrella, <i>without an in-person component</i> .	Writing a check from the treasury to support the local firemen's fund.	No	Without an in-person component, an Organization cannot solicit such funds or make such a donation. University-Affiliated Alumni Organizations received their tax-exempt status under the University's umbrella in order to further the mission of Princeton, which is research/scholarship and teaching of Princeton University students. Soliciting funds for and making donations to an unrelated non-profit would not be considered to further Princeton's mission. In addition, University policy prohibits using the Organization mailing list to solicit funds for a non-Princeton purpose.
Situation #6: Organization informs Organization members of project that is a separately incorporated but related entity, but does NOT solicit funds.	Newsletter talks about Princeton Project 55 and provides its website address.	Yes	Organizations may mention the work that is being done (without making a solicitation) and provide classmates/organization members with a contact person should they wish to follow up individually. That way, the separate organization may create its own database of donors and interested individuals.
Situation #7: Organization wishes to raise funds or use dues receipts to donate to project that is separately incorporated but related.	Newsletter talks about Princeton Project 55 and asks for donations.	No	As with Situation #5, Organizations may not solicit donations for a separate non-profit. In addition, University policy prohibits using the Organization mailing list to solicit funds for a non-Princeton purpose.

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<p>Situation # 8: Organization wishes to provide in-kind goods or services to a charitable organization not included under Princeton’s tax umbrella, <i>with an in-person component.</i></p>	<p>Annual dinner attendees asked to bring cans of food for a nearby homeless shelter.</p>	<p>Yes</p>	<p>As with Situation #4, Organizations engaged in hands-on projects may solicit donations for the project. Like other Organization events, the in-person component of such a project brings together classmates/organization members and enhances their connection to Princeton. Such work is considered to further the mission of Princeton.</p>
<p>Situation # 9: Organization wishes to provide in-kind goods or services to a charitable organization not included under Princeton’s tax umbrella, <i>without an in-person component.</i></p>	<p>“Adopting” a needy family for the holidays, using treasury funds to buy presents (or asking individual families to buy presents).</p>	<p>No</p>	<p>As with Situation #5, an Organization can not make a donation of funds or in-kind goods without an in-person component. Without the bringing together of alumni at an official event, the regional association is not enhancing a connection to Princeton or furthering the mission of the University.</p>