

MEMORANDUM OF UNDERSTANDING 2025

ONE CALL FOR ALL (“OCFA”) is a community-based organization that raises money for and passes funds through to participating 501(c)(3) organizations (“Partner Agencies”). OCFA conducts an annual One Call For All fund drive starting August 1st every year, known as the Red Envelope campaign (“the campaign”) for the exclusive benefit of the Partner Agencies.

One hundred percent of the funds received from the campaign are passed through to the Partner Agencies as designated by donors. This Memorandum of Understanding (“MOU”) sets forth the terms and conditions under which partners are entitled to participate in the drive for the upcoming fiscal year (8/1/2025 through 7/31/2026). The participation of any agency or organization in the campaign is subject to the approval and discretion of the OCFA Board of Directors.

In consideration of the benefits to the Partner Agencies from participation in the campaign, each Partner Agency pledges to:

- Serve Bainbridge Island residents in some way
- Be and remain recognized as tax exempt under Section 501(c)(3) of the Internal Revenue Code
- Maintain a current registration with the Washington State Secretary of State’s (WA SOS) Charities Division
- Complete an application by March 31st of each year
- Be an active partner agency, and encourage donors to give through OCFA; at a minimum, each agency should raise at least \$2000 through OCFA for their organization per year, from at least 24 individual donations, averaged over three consecutive years
- Refrain from sending direct solicitation by mail to the entire 98110 zip code; please note this is designed to preserve resources and to reduce excess mail for donors
- Protect donor confidentiality by not sharing donor names or contact information with any other organization or entity, including a parent organization or fiscal sponsor

During the campaign and throughout the year, Partner Agencies are also encouraged to:

- Attend a Red Envelope 101 training, in order to have an understanding of how the Red Envelope Campaign works (timeline, disbursements, acknowledgements, etc.)
- Participate in any Red Envelope Campaign kick-off event(s), e.g. the Envelope Stuffing Party in early October
- Include the OCFA logo on their websites, social media, and print materials

- Invite donors, board members, and other constituents to participate in giving through OCFA
- Display OCFA yard signs at their location and at events
- Stay connected with us throughout the campaign and take advantage of any tools, tips, and support offered by OCFA

OCFA exists solely to serve our nonprofit sector by raising money, free of fees, charges, or restrictions, for eligible Partner Agencies. Partner Agencies may participate in any other fundraising appeals, events, or strategies as long as they do not send island-wide mail solicitations and as long as they do not violate the privacy and confidentiality of OCFA donors as described above. If such a violation of this MOU occurs, the Partner Agency may be removed from the OCFA website and may become ineligible to participate in future Red Envelope campaigns.

By checking “We have read and agree to the Memorandum of Understanding” on the online application each year, the authorized representative of the Partner Agency indicates understanding and compliance with the expectations of partnership outlined in this MOU.

Approved and adopted February 26, 2025