


FROM	NAME & TITLE	Tisha Edwards, Executive Director <i>TE</i>	CITY of BALTIMORE MEMO <i>74-75</i>	
	AGENCY NAME & ADDRESS	Mayor's Office of Children and Family Success (MOCFS) 100 N. Holliday Street, Room 354 Baltimore, MD 21202		
	SUBJECT	Governmental/Charitable Solicitation Application		

TO Honorable President and Members of the Board of Estimates

DATE: September 16, 2021

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 Guaranteed Income Pilot for FY22. It is estimated that donations will be received in the form of in-kind and monetary donations. Donations will be solicited by Mayor Brandon M. Scott, Deputy Mayor Faith Leach; Tisha Edwards, Executive Director of the Mayor's Office of Children & Family Success; and Lea Ferguson, Chief of Policy & Partnerships in the Mayor's Office of Children & Family Success.

AMOUNT AND SOURCE OF FUNDS:

No general funds are involved in this transaction.

BACKGROUND/EXPLANATION

The Baltimore Guaranteed Income Pilot will make recurring cash payments to a select number of participants. The project builds off the success of the Stockton Economic Empowerment Demonstration, the nation's first mayor-led guaranteed income program which reduced recipients' income volatility, improved their physical and mental health, and enabled them to find full-time employment at twice the rate of nonrecipients. Baltimore's guaranteed income project will address income inequality that has been compounded by the pandemic and will help combat the economic fallout from Covid-19. Furthermore, this pilot will be rigorously evaluated to understand the impact of payments on a variety of individual and household indicators, particularly the impact on parental engagement, use of childcare, and the rate at which children meet developmental and academic readiness milestones.

Corporate and individual donors will be solicited through a direct ask process. We are expecting donations to be in-kind and monetary, and entities will make payment directly to an established & dedicated account at the Baltimore Civic Foundation. Donations may be used to fund direct cash payments to participants, staffing costs to administer the program, subcontracts to provide benefits counseling or other services to participants, and compensation to a financial partner for payment disbursement. A potential donor list will be comprised of individuals and corporate entities 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 donors 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 the 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: N/A

LOCAL HIRING: N/A

APPROVED BY THE BOARD OF ESTIMATES:

[Signature]
Clerk

SEP 29 2021

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: Baltimore Guaranteed Income Pilot

PART A. SPONSORING AGENCY

Name Mayor's Office of Children & Family Success

Address 1 N. Charles Street, Baltimore, MD 21201

Contact Person / Coordinator Lea Ferguson

Telephone 443-695-1406 Email lea.ferguson@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:

The Baltimore Guaranteed Income Pilot will make recurring cash payments to a select number of participants. The pilot will be evaluated by the Center for Guaranteed Income Research to understand the impact of payments on a variety of individual and household indicators.

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

Donations may be used to fund direct cash payments to participants, staffing costs to administer the program, subcontracts to provide benefits counseling or other services to participants, and compensation to a financial partner for payment disbursement.

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:** August 15, 2021
- II. Proposed ending date of solicitation efforts:** December 31, 2022

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

Solicitations will be made through direct contact. There will be no direct exchange of funds, all payments will be made payable directly to the Baltimore Civic Fund on behalf of MOCFS. The following entities will be solicited: corporations, foundations, and individual donors.

IV. Identify all *public servants* who will be soliciting contributions

Mayor Brandon M. Scott
Faith Leach, Deputy Mayor for Equity, Health, & Human Services
Tisha Edwards, Executive Director - Mayor's Office of Children & Family Success
Lea Ferguson, Chief of Policy & Partnerships - Mayor's Office of Children & Family Success

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*:

Donor solicitation will be made through 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:

MOCFS will ensure that messaging is made clear in ALL solicitation communications that donations will not be considered as a condition for preferential treatment.

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

Address 1 N. Charles Street, Baltimore, MD 21201

Telephone 410-396-1395

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 staff accountant, Tammy Grinnan, is responsible for fund distribution and accounting, supported by Goldin Group LLC, an outside CPA firm. The Civic Fund's PResident, HyeSook Chung, is responsible for reviewing and approving all disbursements. Director of Programs, 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.

Dedicated Account at the Baltimore Civic Fund. 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 users. The project funds will hold funds in Program Account number 290-00 - MOCFS

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 condividual 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. All payments must alsign to the stated scope of the program and have the proper back-up documentation to process (e.g. contract or invoice)~~

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.

~~At the Civic Fund, donations are input into our financial system with supporting documentation uploaded with the deposit and the deposit associated with the proper program account number. 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.~~

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.

~~The program will incorporate the following language for potential donors: Donations to the Baltimore Civic Fund will not be considered as a condition for preferential treatment.~~
