

FROM	NAME & TITLE	CITY of BALTIMORE MEMO	
	AGENCY NAME & ADDRESS		
	SUBJECT		

DATE:

TO

To: Board of Estimates, Office of the Comptroller

From: Baltimore City Council President's Office



Submitting Agency: Baltimore City Council President Nick J. Mosby

Date: 2/22/2022

Subject/Title:

Governmental/Charitable Solicitation Application: City Council President Nick J. Mosby's Inaugural Back to School Family fun Day

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 City Council President Nick Mosby's Inaugural Back to School Family Fun Day. The period of the campaign will be effective upon Board approval through September 3, 2022.

Amount of Money and Source of Funds:

Dollar amount: No general funds are involved in this transaction.

City Account Numbers: N/A

Period of contract/agreement:

The period of the campaign will be effective upon Board approval through September 3, 2022.

Background/Explanation:

Baltimore City Council President Nick J. Mosby wishes to bring his tradition of a Back to School Family Fun Day to the City Council President's Office. This event will feature resources students and their families need for a successful start to the school year. The specific date for this event is not yet scheduled. Donations will be solicited from businesses, civic leaders, corporate entities, faith-based institutions, and the general population in the Baltimore region, the state of Maryland generally, and nationwide. A potential donor list will be comprised of individuals, organizations, businesses, and foundations who want to support Baltimore City students and their families.

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

Affected Council District:

Citywide

Employ Baltimore:

N/A

Local Hiring:

N/A

Living Wage:

N/A

1% for Public Art:

N/A

Finance has reviewed:

N/A

Law Department Has Reviewed:

N/A

Minority and Women's Business Opportunity Office has reviewed:

N/A

Audits has reviewed:

N/A

Approved by the Board of Estimates:



3/2/2022



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: City Council President Nick Mosby's Inaugural Back to

PART A. SPONSORING AGENCY

Name Baltimore City Council President's Office

Address 100 N. Holliday Street, Suite 400, Baltimore, Maryland 21202

Contact Person / Coordinator Aaron DeGraffenreidt

Telephone 443-615-0751

Email a.degraffenreidt@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 City Council President's Office will solicit donations for a Back to School Family Fun Day. The purpose will be to support Baltimore City students and their families in celebration of summer and in preparation for the 2022-2023 school year.

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

Monetary and in-kind donations will be applied to provide school supplies like backpacks, writing utensils, notebooks, and other items for school year preparation. The event will also provide educational games and host activities to generate excitement for the new school year.

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

Date and Manner of Endorsement: BOE Approved at the March 2, 2022 meeting

Attach Copy of Written Endorsement

PART D. WHEN AND HOW SOLICITATION TO BE CONDUCTED

I. Proposed starting date of solicitation efforts: Immediately upon Board of Ethics approval

II. Proposed ending date of solicitation efforts: September 3, 2022

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

Staff from the Council President's Office will solicit a wide variety of individuals and corporations. They will solicit individuals and corporations who are situated in Baltimore City. All solicitations will be general in nature but staff from the Council President's Office will work to identify the most interested potential donors in order to maximize the potential for the event. They will deliver these solicitations by social media posts, individual direct solicitations, and general word of mouth.

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

~~Office of the Baltimore City Council President staff: President Nick J. Mosby, Jr.; Lawrence Anderson; Nikki Thompson; Derrick Greene; Candance Green; Matthew Stegman; Aaron DeGraffenreidt; Cori Ramos; Hosea Chew; Skyy Dawkins; LaKeisha Johnson; Xavier Platter; Lucy Font; Dariya Brown; Preston Lewis; Shaakira Gill; Danelle Pinder; Travon Hicks; Jade Johnson; Nathan Pool; Syreeta Hubbard~~

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*:

~~Potential donors will be solicited based on their history of participating in activities related to this specific campaign or that have contributed to or have interests in similar causes to impact positive change for Baltimore's youth. Most potential donors fitting this description are not controlled donors. However, those potential donors who are controlled will not be targeted or singled out in any way, and, if they received a solicitation, it will be in the same manner as any other potential donors.~~ +

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:

~~Donors will be made aware that their donation will be supporting Baltimore City students and their families and their efforts to prepare for the 2022-2023 academic year. The purpose of the funds will be made clear to those donating and donors will be informed that they will not gain any favors, special access, or favoritism with their donation.~~

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 The Movement Team, Inc.

Address 111 E. 25th Street, Baltimore, MD 21218

Telephone 410-905-8614

Email keac@themovementteam.com

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

Kea Crowder, Vice President

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 Movement Team, Inc. will collect toys, games, and other gifts at various locations in Baltimore City including Baltimore City Hall, The Movement Team, Inc. principal office, and other locations as may be deemed appropriate. The Movement Team, Inc. will collect any funds in a specially designated account where they will maintain funds~~ +

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

~~The Movement Team, Inc. will keep records of all supporting documentation given for donations and in-kind items. Staff from the Office of the Council President will assist in events to collect donated items.~~

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 will be input into The Movement Team, Inc.'s financial system with supporting notations with the deposit. In-kind items will be catalogued with similar notations. Any surplus funds or left over in-kind items will be used to benefit the intended population beyond the day of the event to distribute the supplies.~~

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 Movement Team, Inc. will treat all donors and participants equally and avoid any appearance of favoritism or preferential treatment.~~

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: 3/4/2022

FOR: Aaron DeGraffenreidt
{Type/Print Name of Sponsoring Agency}
BY: Degraffenreidt, Aaron Digitally signed by Degraffenreidt, Aaron (City Council)
(City Council) Date: 2022.03.04 09:39:30 -05'00'
{Signature}

Baltimore City Council

{Type/Print Name of Sponsoring Agency}

100 N. Holliday Street, Ste. 400

{Type/Print Office Address}

443-615-0751

{Type/Print Office Telephone Number}

a.degraffenreidt@baltimorecity.gov

{Type/Print Email Address}

APPROVED BY THE BOARD OF ESTIMATES

Clerk

Date