



Town of Hopkinton, NH

Office of the Select Board

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TOWN ENTITIES FUNDRAISING POLICY POLICY NO. 41

SECTION 1. PURPOSE

On occasion, Town government entities wish to fundraise on behalf of the town's residents, as part of carrying out their mission. Taxpayers and donors have a right to expect that fundraising is carried out with Select Board approval and with adequate financial control and accountability.

The objective of this policy is to assure that any fundraising where funds are donated directly to the Town (checks payable to "Town of Hopkinton") is approved by the Select Board and falls within the mission of the Town. It is also to assure that Town entities are not competing with each other for funds.

SECTION 2. AUTHORITY

This policy is adopted by the Select Board in accordance with NH RSA 31:39 as it relates to the Board's management of the Town's prudential affairs and its authority over Town funds.

SECTION 3. SCOPE

This policy applies to Town entities under the authority of the Select Board who fundraise on behalf of the Town. This policy does not apply to Town entities that are under the authority of a governing body other than the Select Board (e.g.: library, cemetery trustees), or to nonprofit or other organizations that raise funds and then donate those funds to the Town (e.g.: Lion's Club, Women's Club).

SECTION 4. DEFINITIONS

For the purposes of this policy, the following definitions apply:

- 4.1 "Town entity" shall be any department, commission, board, or committee that is established by the Town through Town Meeting or by one of the departments, commissions, boards, or committees, or by any organization which falls under the Town insurance.
- 4.2 "Fundraising" is defined for this policy as the raising of cash donations, donations of goods as well as solicitation of "in-kind" services.

