

# UNITED NATIONS ASSOCIATION OF THE USA: GUIDELINES FOR CHAPTER POLITICAL CAMPAIGN ACTIVITY

United Nations Association of the USA (“UNA-USA”) encourages all employees and volunteers of UNA-USA chapters to freely engage in the political process through personal campaign activity on a volunteer basis, such as by engaging in political speech or providing assistance to campaigns. However, it is important that you do so in compliance with all applicable election laws and regulations, and that your personal volunteer political activities are neither attributed to nor subsidized by UNA-USA.

As a 501(c)(3) program, UNA-USA is prohibited by IRS rules from engaging in any activities which directly or indirectly support or oppose any candidate for elected office. In addition, UNA-USA is also prohibited by Federal election law from making any contributions to candidates, campaign or political parties – either through direct financial contributions, or in-kind contributions, such as by providing services, use of assets, coordination of activities, or special access to UNA-USA materials. Violations of the IRS rules or election law could result in loss of 501(c)(3) status, financial penalties or prosecution. UNA-USA chapters are similarly prohibited from engaging in political activity, either because they are part of the UNA-USA 501(c)(3) group exemption or because they have independent 501(c)(3) status. <sup>1</sup>

When an employee or volunteer of a UNA-USA chapter provides volunteer services to a political campaign or party at UNA-USA/chapter premises, while working for or volunteering with or otherwise using UNA-USA resources (including the UNA-USA name or using UNA-USA materials), this could cause UNA-USA to be in violation of IRS rules or election law. These guidelines set forth the rules of the road for individuals who are either UNA-USA chapter employees or volunteers to follow when undertaking volunteer campaign-related activity.

DO continue to engage in political activities or speech in an individual volunteer capacity – but DO NOT imply any endorsement or support by UNA-USA, or engage in any speech on UNA-USA platforms.

- Engage freely in political activity on your own time and off UNA-USA premises, for example:
- Volunteer your own time to a candidate, party, or PAC (for example, conduct fundraising, provide research or strategic advice, or engage in get-out-the vote or voter registration activities).
- Engage in personal political speech (for example, on non-UNA-USA blogs, in interviews, on Twitter, or by participating campaign rallies, etc.).
- Your employment or volunteer status with UNA-USA should not be referenced except where it is clearly included for identification purposes only.

<sup>1</sup> UNA-USA is a program of the Better World Fund (“BWF”), a section 501(c)(3) public charity.

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- Never wear any candidate or political party insignia, or otherwise imply any affiliation with a candidate or political party, when volunteering for or otherwise appearing as a UNA-USA representative – and never wear any UNA-USA insignia when conducting campaign-related activities.

DON'T use any UNA-USA or chapter resources when engaging in your personal, volunteer political activities (except for certain “de minimis” use of chapter resources, as described below).

·Impermissible use of resources includes, but is not limited to, making long distance calls; use of conference rooms; use of UNA-USA letterhead, stationary or other UNA-USA indicia; UNA-USA faxes; inter-office mail; use of UNA-USA professional or support staff.

·Potentially permissible de minimis use of chapter resources includes very limited use which does not increase the UNA-USA chapter's overhead or operating expenses -- if permitted by the UNA-USA chapter (confirm in advance). For example, local calls and use of your office/personal workspace and computer may be permissible.

·Your time spent engaging in campaign-related activity “on the clock” as a UNA-USA chapter employee or volunteer or on UNA-USA/chapter premises must be very limited – it cannot affect your workload (i.e., you must maintain the same total working hours).

DON'T coerce or otherwise intimidate (or reward) any UNA-USA employee or volunteer into working on a fundraiser, campaign, or making a political contribution, or offer to reimburse or reimburse someone for making a contribution.

DO observe financial limitations under applicable election law to the extent that you make personal political contributions

(For more information on limits applicable to Federal contributions for 2020, please visit: [https://www.fec.gov/resources/cms-content/documents/contribution\\_limits\\_chart\\_2019-2020.pdf](https://www.fec.gov/resources/cms-content/documents/contribution_limits_chart_2019-2020.pdf))

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If you have any questions about these guidelines, please contact Maria Amalla at [mamalla@unfoundation.org](mailto:mamalla@unfoundation.org)