



Funds Advised by Volunteer Committee Covid-19 In-Person Meeting Policy July 16, 2020

The Dayton Foundation (“Foundation”) is committed to keeping all staff, volunteers and donors safe as our community responds to the Covid-19 pandemic. As work and life activities begin to get back to normal, it is important for all of us to remain vigilant and continue to adhere to the advice of local Public Health agencies, the Ohio Governor’s Office, the Centers for Disease Control and Prevention, and World Health Organization. If all of us take personal responsibility to follow the recommended health and safety guidelines, we can help to prevent the spread of the Covid-19 virus.

The Foundation’s policy follows the advice of the Montgomery County of Ohio Public Health (“MC Public Health”) as that is the primary location of its office. Currently the pandemic risk level for Montgomery County, Ohio, is Level 3. Based on this risk level, MC Public Health recommends that the public stay home and not attend large social events. Events designed to bring people together should not take place. Per MC Public Health, examples of such events include, but are not limited to: “festivals, block parties, group picnics, art shows, outdoor concerts, tastes of the city, parades, conferences/conventions, and running races/walks.”

In line with the recommendations of MC Public Health, the Foundation prohibits any staff, volunteer or donor associated with a Fund Advised by Volunteer Committee from participating in any in-person meetings or events while conducting Foundation business. The Foundation recognizes that this may present significant challenges in carrying charitable out the work of our Funds Advised by Volunteer Committee, and staff is available to assist any fund that wants to conduct business, meetings or events using a virtual platform. **Attachments A and B** provide virtual meeting/event tips as well as Zoom capabilities that the Foundation is making available for fund use. It is important to note that the Foundation’s ability to keep everyone safe and healthy only is achievable if everyone is willing to do their part to follow MC Public Health guidelines and adhere to the Foundation’s policy of no in-person gatherings.

For Funds Advised by Volunteer Committee utilizing the Foundation’s tax identification number and corresponding nonprofit status, compliance is mandatory. Funds Advised by Volunteer Committee that have their own tax identification number and corresponding nonprofit status are highly encouraged to follow this policy and, in addition, seek the advice of their insurance provider regarding Covid-19 risk coverage.

Please be advised that this policy will remain in place until amended by the Foundation. Any amendment will take into consideration the continued advice from MC Public Health and other national health agencies balanced with the Foundation’s goal to keep everyone healthy and safe.

Protocols

1. The Foundation prohibits all Funds Advised by Volunteer Committee utilizing its tax identification number from sponsoring or attending any in-person meetings, gatherings or events that are related to Foundation business.
2. Virtual meetings are to be the primary meeting protocol.
3. To facilitate a virtual meeting, Attachment A and B provide a tool kit and resources available to all Funds Advised by Volunteer Committee. Please contact Lucy Baker at lbaker@daytonfoundation.org if you need further assistance.
4. It is the responsibility of the leader of a Fund Advised by Volunteer Committee to inform all interested parties of this policy.