

Nazareth College Political and Legislative Activities Policy

Nazareth's Division of Institutional Advancement has overall responsibility for coordination of the College's relationships and communications with elected and appointed officials at all levels of government. It is important that members of the Nazareth community contact this office as a clearinghouse for these communications, particularly when individuals wish to write, call or meet with legislators or other elected officials in their capacity as a representative of Nazareth College. Our role is to ensure that these communications are appropriately coordinated and consistent with official Nazareth policies and/or positions on legislative issues. We can also serve as a resource for up to date information on legislative issues and related matters.

Political Activities

As an educational institution, Nazareth College encourages opportunities for candidates running for political office to visit the campus. These visits often provide our students with information and a view of the political process which can be uniquely described by candidates. It is important, however, for all members of the campus to be aware of, and to abide by, the College's guidelines concerning political activities on campus.

As a tax-exempt organization under section 501(c)(3) of the Internal Revenue Code, Nazareth College cannot intervene in any political campaign on behalf of, or in opposition to, any candidate for public office. In accordance with IRS rules, violation of this prohibition could cause the College to lose its tax-exempt status or incur excise taxes imposed on political expenditures.

To insure the College does not jeopardize its tax-exempt status, Nazareth College, including any individual acting on behalf of Nazareth College, may not engage in any of the following on College property, during any College function, or otherwise using Nazareth College's resources or facilities:

- Endorsing any candidate for public office
- Donating or contributing money, goods or services to any candidate's campaign
- Participating or engaging in political fundraising events
- Publishing or distributing statements for or against any candidate
- Engaging in any other activity that favors or opposes any candidate.

Individual members of the faculty, staff, and student body of Nazareth College are entirely free to support candidates of their choice for elective office or to express their personal views on political issues as long as they are not acting in an official capacity as a representative of Nazareth College. These regulations preclude the use of Nazareth College letterhead, telephones, e-mail or use of any other property owned by Nazareth College on behalf of any political party or candidate for public office. With appropriate organization sponsorship and/or faculty supervision, the use of college facilities for political discussion or debates is encouraged. Student organizations, for example, may sponsor such an event on campus or conduct a voter registration drive. Classroom activity

may also include discussion or debates on political issues as a legitimate part of the educational process.

Facilities

College facilities may be used for public events such as legislative hearings and topics of general or educational interest. College facilities may not be used for partisan political functions such as fund raising events or similar activities that could be construed as an endorsement of a particular candidate or political party. Nazareth College reserves the right to restrict activities related to proposed or pending legislation. No outside groups may rent any Nazareth facilities for activities that are part of a campaign for public office.

Procedures for Inviting Government Officials to Campus

The Associate Vice President for Development and Government Relations should be consulted before invitations to visit or participate in Nazareth events are extended to elected or appointed government officials or to candidates for public office. This includes academic conferences, tours, and any type of meeting, as well as student-sponsored events. This will enable the Advancement Office to assist in determining that the College is following the federal and state guidelines. Details regarding the event, such as a copy of the invitation to the public, who is paying for the event, and the content of the program should be outlined briefly.

If you have any questions about restrictions that apply please contact the Associate Vice President for Institutional Advancement.