

accordance with the eligibility criteria set forth herein.

- C. The Secretary of State shall select a qualified operating agency and execute an agreement with such agency for the conduct of the Campaign in accordance with the provisions of this Executive Order.

Section 2.

- A. Solicitations of current and retired State employees shall be limited to a 10 week period in the fall of each year.
- B. The heads of all boards, commissions, agencies and departments of State government shall cooperate with the Secretary of State and the operating agency to promote the efficient conduct of the Campaign and to ensure that employee participation in the Campaign is clearly voluntary and free of coercion.

Section 3.

In order to be designated as a participating agency in the Campaign, a charitable organization shall apply to the Secretary of State and shall:

- A. Operate in compliance with all applicable federal, State and local laws;
- B. Operate under currently valid articles of incorporation and by-laws; a copy of each being submitted with the application;
- C. Hold and maintain a currently valid designation by the Internal Revenue Service (I.R.S.) as a § 501(C)(3) organization, and be eligible to receive tax deductible contributions under Section 170 of the Internal Revenue Code; a copy of the I.R.S. designation letter being submitted with the application;
- D. Submit a duplicate copy of its I.R.S. Form 990 for its most recently completed fiscal year; or if not required by I.R.S. to file a form 990, a copy of its audited financial statement as prepared by a certified public accountant; or if an audited statement has not been prepared, a copy of its financial report for its most recent fiscal year as approved by its board of