

CUPA-HR Chapters | Acting as a Sponsor, Providing Donations and Honorariums

Occasionally, CUPA-HR chapters are asked to sponsor an event, make a donation, or provide an honorarium. These requests may come from a potential speaker, a member within the chapter, a for-profit organization, or even another non-profit organization.

Sponsorship or donations by CUPA-HR chapters are not prohibited but must be done with careful consideration. Certain financial support for other groups could cause a CUPA-HR chapter to lose its 501(c)(3) designation with the IRS.

When reviewing these requests, consider the following:

- Is the request (or organization) legitimate? What are the funds to be used for? For example, it is not uncommon to pay an individual who works at a higher education institution an honorarium which may be payable to the institution.
- Does the request fall within the mission and goals of the chapter? CUPA-HR chapters can make grants or donations to benefit a “worthy individual” who falls under the purview of the organization’s mission statement. These types of support are commonly given in the form of scholarships to a chapter or national event.
- Is the individual or organization requesting the donation, sponsorship, or honorarium engaged in any political activity? **CUPA-HR chapters SHOULD NOT sponsor or donate to any organization or individual engaging in any political activity or lobbying.**

CUPA-HR chapter boards should document their due diligence related to sponsorship/donation consideration, and the entire board should approve the final decision regarding sponsorship.

Chapters with questions about this guidance should contact CUPA-HR’s National Office at memberservice@cupahr.org before making any commitments.