



# MONTGOMERY COUNTY EXECUTIVE ORDER

Offices of the County Executive • 101 Monroe Street • Rockville, Maryland 20850

Subject Employee Solicitation Waiver	Executive Order No. 321-22	Subject Suffix
Department Office of the County Executive	Department No.	Effective Date December 21, 2022

## SOLICITATION OF GIFTS

### DEPARTMENT OF RECREATION MONTGOMERY COUNTY POLICE DEPARTMENT COMMUNITY ENGAGEMENT CLUSTER

#### IN RESPONSE TO ANTICIPATED SHORTAGE OF WINTER COATS FOR THOSE WHO RESIDE IN THE COUNTY FOR WINTER SEASON 2022-2023

Pursuant to § 19A-16(b)(3) of the Montgomery County Public Ethics Law, the County Executive authorizes the employees assigned to the department of Recreation (REC), Montgomery County Police Department (MCPD), the Office of Public Information (OPI), Montgomery County Public Libraries (MCPL), and the Community Engagement Cluster (CEC), to solicit gifts for the benefit of Silver Spring Cares, Inc., a non-profit entity formally cooperating with the County to support the distribution of winter weather coats, in accordance with the requirements established by this Executive Order.

#### **Employees authorized to solicit gifts**

Any employee of REC, MCPD, OPI, MCPL, or CEC that is working on the County's response to the anticipated shortage of winter coats for those who reside in the County for winter season 2022-2023.

#### **Purpose of the Gifts**

The purpose of the gifts are to benefit Silver Spring Cares, Inc., a non-profit entity formally cooperating with the County to respond to the anticipated shortage of winter coats for those who reside in the County for winter season 2022-2023.

#### **Manner of Solicitation**

Employees authorized to solicit a gift under this Executive Order may participate in presentations, conduct general solicitations through mailings, participate in media activities, or meet personally with potential donors. An authorized public employee may solicit gifts during official work hours, while identifiable as a public employee, but must not solicit any individual or entity that has a contract with REC, MCPD, OPI, MCPL, CEC, the Offices of the County Executive, or any other County agency with which the employee is affiliated.



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### Source of Gifts

Designated employees may solicit gifts from any individual or entity, including associations, businesses, corporations, foundations, service organizations, chambers of commerce, community groups, religious organizations, and other government agencies.

### Types of Gifts

Gifts may include monetary contributions, goods, coats, and any other items necessary to mitigate the effects of winter weather.

### Manner of Acceptance of Gifts

Unless the donor makes a written request that there be no public acknowledgement of the gift, the County may publicly acknowledge each gift by placing a notice in the Montgomery County Register indicating the gift donated, the identity of the donor, the identity of the recipient of the gift, and the purpose for which the gift will be used. The County may issue a press release, if desired.

### Term

This Executive Order expires on May 1, 2023. This Executive Order is issued under the Authority of § 19A-16(b)(3) of the Montgomery County Public Ethics Law and Ethics Commission waiver dated April, 6, 1990.

Approved:

*Marc Elrich*

*12/21/22*

Marc Elrich, County Executive

Date

APPROVED AS TO FORM AND LEGALITY – OFFICE OF THE COUNTY ATTORNEY

/S/ Erin J. Ashbarry 12/21/2022