

## Frigo, Victoria (COE)

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**From:** Frigo, Victoria (COE)  
**Sent:** Monday, December 03, 2012 12:54 PM  
**To:** Gachelin, Margaret (WASD)  
**Cc:** Jones, Othello L. (WASD); Thompson, Robert A. (COE); Centorino, Joseph (COE)  
**Subject:** No solicitations on behalf of your foundation (INQ 12-211)

Ms. Gachelin,

You are not allowed to seek donations from County employees on behalf of Mikael's Helping Hands, a private foundation you have established. Additionally, you are not allowed to use any County resources, including the County email system, in an effort to transmit information about the foundation.

Under the County Code at Sec. 2-11.1 (e)(2)(g), *only* County Commissioners and their staff may solicit donations on behalf of nonprofit 501(c)(3) entities. Typically, solicitations on behalf of 501(c)(3) entities are made following a directive or resolution by the County Commission.

We understand that Mikael's Helping Hands Foundation has not been granted 501(c)(3) status from the IRS.

If you wish to inform County workers about Mikael's Helping Hands in the future, I suggest you first obtain 501(c)(3) status and then seek the assistance of a County Commissioner to support your efforts within the County.

If you have additional questions, please feel free to contact me.

Sincerely,

**VICTORIA FRIGO, STAFF ATTORNEY**

Phone: 305 350-0601

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Miami, FL 33130

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**From:** Gachelin, Margaret (WASD)  
**Sent:** Friday, November 30, 2012 8:27 AM  
**To:** Thompson, Robert A. (COE)  
**Subject:** Charity Work

Good morning Mr. Thompson,

I was referred to you by Othello Jones regarding an inquiry I made for a foundation I recently established called Mikael's Helping Hands Foundation. The foundation's mission is to provide a helping hand to the homeless community through the direct delivery of food, clothing and care packages. This year we are launching our first annual Homeless Care Package Drive and I would like to share information about it with County employees, starting within my current department. Although our family has been helping the homeless since 2008, the foundation was just recently established and I am currently working on obtaining 501(c)(3) status. I would like to know if I can share information

about the work we are doing with County employees and give them an opportunity to donate items that will be needed to put together the care packages.

Please advise as to whether this would be approved and if so, what are the steps I must follow to get the information out.

Thank you for your time.

**Margaret Gachelin**, W & S Business Process Specialist (CIS)  
**Miami-Dade Water & Sewer Department**  
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