



## POLICY FOR COOPERATION WITH ORGANIZATIONS AND AGENCIES

This policy applies to the Lackawanna Public Library and to all Lackawanna Public Library functions. The Lackawanna Public Library (LPL) welcomes opportunities for cooperative ventures with business, professional, civic, cultural, educational and governmental organizations and agencies, when those ventures support programs, services, resources or facility enhancements that benefit the public.

1. Subject to the approval of the LPL Board of Trustees or its designee, the LPL may partner with other organizations or agencies to promote reading, literacy and other library services. The organization or agency may be acknowledged on library related materials, print and broadcast media or electronic postings in exchange for materials support and public relations or other professional services.
2. With prior written approval of the LPL, the LPL name and/or logo and the name and/or logo of the organization or agency may be used on written or electronic materials generated for approved cooperative programs, and promotional materials, media releases or electronic postings for the purpose of advertising the cooperative program.
3. The LPL's participation in any cooperative program with another organization or agency shall not constitute an endorsement by the LPL on behalf of the organization or agency, or an endorsement of its goods, services, mission, or philosophy.
4. Subject to the terms of the Gift and Donor Recognition Policy, the LPL may provide special acknowledgement of a substantial gift, bequest or sponsorship made in connection with a cooperative program.

Adopted January 22, 2020