



EFF NATIONAL EVENT SAFETY & LIABILITY POLICY

National Event Safety & Liability Policy & Event Safety & Liability Acknowledgment Form

Effective Date: May 8, 2025

Applies To: All chapters, members, leaders, volunteers, and event participants under Esther Funds Foundation

1. Purpose

1.1 This policy outlines the safety, risk management, and legal protection standards governing all Esther Funds Foundation (EFF) events.

1.2 EFF is committed to protecting its students, leaders, and affiliates while maintaining compliance with national law, university policy, and nonprofit liability standards.

1.3 All chapters must adhere to the terms outlined in this document to remain in good standing with EFF Headquarters.

2. Required Approvals

2.1 No event may be hosted under the name of Esther Funds Foundation without the following written approvals:

- a. A signed or emailed statement of support from the official chapter **Advisor**, and
- b. Final **written approval from EFF National Headquarters**.

2.2 Chapters must submit proposed event plans, dates, and venues to both the advisor and Headquarters at least **10 business days prior** to the event.

2.3 Unauthorized events are not recognized by EFF and may result in disciplinary action, probation, or revocation of chapter status.

3. Age Eligibility

3.1 All participants, volunteers, and guests must be **18 years of age or older** to attend or assist with in-person events, unless otherwise authorized in writing by Headquarters for youth-specific outreach.

3.2 Minors are not permitted to participate in collegiate service projects, donation drives, or public programming unless designated as family outreach events and approved accordingly.

4. Risk and Safety Expectations

4.1 All chapters must maintain a **basic safety protocol** for each in-person event, including:

- a. Emergency contact list and campus/public safety numbers
- b. Clearly marked exits and awareness of emergency procedures
- c. Access to water and, if needed, a basic first aid kit
- d. Designated point-of-contact from the chapter executive board

4.2 Transportation must be voluntary. Students who choose to carpool assume full responsibility. EFF does not provide insurance or liability coverage for personal vehicles.

5. Incident Reporting Protocol

5.1 Any injury, conflict, safety breach, or concern must be reported to the chapter Advisor and EFF Headquarters within **24 hours** using the official **EFF Incident & Accountability Report Form**.

5.2 The report must be submitted by a chapter officer or advisor, and contain a factual summary of what occurred, parties involved, and action taken.

6. Liability Disclaimer

6.1 By attending or participating in any EFF event, all individuals acknowledge and agree to the following terms:

- a. Esther Funds Foundation is **not liable** for any injury, personal loss, or emotional distress sustained at or in connection with EFF programs.
- b. Esther Funds Foundation does not assume responsibility for medical costs, transportation-related incidents, property loss, or any legal disputes involving attendees.
- c. Chapters, leaders, and attendees assume personal and legal responsibility for their own conduct and participation.

7. Required Signature Acknowledgment

7.1 All participants, volunteers, and leaders attending events under EFF must sign the **National Event Safety & Liability Acknowledgment Form** prior to participation.

7.2 This form affirms that the individual:

- a. Is 18 years of age or older
- b. Understands the safety expectations and risk
- c. Releases Esther Funds Foundation from liability related to event attendance
- d. Agrees to uphold the Code of Conduct and represent EFF with integrity

8. Enforcement & Disciplinary Action

8.1 Chapters or individuals who violate this policy may face:

- a. Written warning or probation
- b. Event cancellation or denial of future approvals
- c. Temporary or permanent chapter suspension
- d. Legal reporting if behavior results in harm or organizational risk

8.2 Final enforcement decisions are made at the discretion of the Executive Director and National Compliance Team.

For questions or to request an official form, contact:

✉ Email: info@estherfundsfoundation.org

🌐 Website: www.estherfundsfoundation.org

Event Safety & Liability Acknowledgment Form

Esther Funds Foundation | National Headquarters

This form is required for all event participants, volunteers, and chapter members.

Participant Information

Full Name: _____

University / Chapter (if applicable): _____

Email Address: _____

Phone Number: _____

Date of Birth (MM/DD/YYYY): _____ (Must be 18+ to sign)

Acknowledgment & Consent

By signing this form, I confirm and agree to the following:

1. I have read and fully understand the Esther Funds Foundation National Event Safety & Liability Policy.
2. I am **18 years of age or older** and am voluntarily participating in an event hosted under the name of Esther Funds Foundation.
3. I understand that **Esther Funds Foundation is not liable** for any injuries, personal losses, emotional distress, or incidents that may occur during or as a result of my participation in any event.
4. I agree to uphold the Code of Conduct, maintain respectful behavior, and follow safety protocols established by chapter leadership.
5. I understand that failure to follow safety procedures or conduct expectations may result in my removal from the event or further organizational involvement.
6. I release Esther Funds Foundation, its national and chapter leadership, and its advisors from any and all liability related to my attendance, participation, or transportation in connection with this event.

Signature

Participant Signature: _____

Date: _____

For Chapter Use Only:

Event Name: _____

Event Date: _____

Approved by Advisor: ☐ Yes ☐ No

Submitted to HQ: ☐ Yes ☐ No

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