

Stephan W. Fogleman, Chair

Arnold Sampson

John McCauley

Noelle W. Newman

Vacant



BALTIMORE CITY BOARD OF ETHICS

August 14, 2025

Via Electronic Mail

Ava Richardson, Sustainability Director
Department of Planning, Office of Sustainability
1 North Charles St., #1600
Baltimore, MD 21202
Ava.Richardson@baltimorecity.gov

Re: Office of Sustainability Charitable/Governmental Gift Solicitation Waiver

Dear Director Richardson,

At its August 13, 2025 public meeting, the Ethics Board (“Board”) approved your application to solicit and accept donations in support of the 2019 Sustainability Plan, 2023 Disaster Preparedness Plan, 2024 Climate Action Plan Update, the Clean Corps Initiative, and the Connecting Children to Nature and Green Network Plan. This approval is contingent on the Board of Estimates’ endorsement. Please refrain from solicitation efforts until you have obtained that endorsement.

Approval is subject to the following conditions:

- 1) *In general.* The campaign must be conducted in accordance with the standards, terms, and conditions set forth in your application and in Board Regulation 06.26.1, attached for your reference.
- 2) Of specific importance, please note that all solicitations must be directed at a broad range of potential donors, must not specially target controlled donors, and must be conducted so as to avoid any suggestion that contributors might receive special access or favored treatment from any City agency or official. See R 06.26.1.
 - a. To comply with the requirements above, the Board recommends that you use uniform solicitation material that includes a written disclaimer along the following lines: “Important: Your contribution will in no way result in special access or favored treatment from any City agency or official.”
- 3) *Reports.*
 - a. A Final, Cumulative Report (due within 30 days after all solicitations and receipt of all anticipated donations) must be filed with the Ethics Board on Ethics Form 627, available on the [Ethics Board’s website](#).

Baltimore City Board of Ethics

100 N. Holliday St., Suite 635 / Baltimore, MD 21202

ethics@baltimorecity.gov

www.ethics.baltimorecity.gov

410-396-7986

- b. Interim Reports will be due every **three months**, based on your application's stated aggregate value of donations being sought ("\$500,000 or more"). Interim Reports are due on the following dates: November 13, 2025; February 13, 2026; May 13, 2026; and August 13, 2025.

4) *Expiration.* This approval expires on the date set forth in your application, September 30, 2026. After that date, a new application will be required for any further solicitation efforts.

If you have any questions, please contact Ethics Board staff at ethics@baltimorecity.gov or 410-396-7986.

Sincerely,



Nayshonn Bond
Ethics Officer, Ethics Board