

Volunteer Commitment Letter

March 31, 2005

Dear Jim,

Thank you for your willingness to volunteer your services with the American Civil Liberties Union of Ohio Foundation.

Based on our previous discussions, your activities as a volunteer will involve the development of a business continuity plan and assistance with the creation of a records retention and disposal schedule. You will begin March 31, 2005 and will continue as a volunteer through the completion of these two projects. At the conclusion of these projects, we will discuss additional volunteer commitments depending on your preferences.

You have indicated that you can spend approximately 5-10 hours per week on these activities.

The ACLU agrees to provide you the resources, access to staff, expense reimbursement, and training and networking opportunities to ensure your successful completion of these projects.

We understand that your circumstances may change at any time, and we are happy to discuss any changes to this arrangement as may be needed.

We are greatly appreciative of your willingness to share your expertise in these important projects. If you have any questions or concerns during your time with us, please don't hesitate to let me know.

Sincerely,

Ann Rowlett
Deputy Director