

Charigator Cause Submission Guidelines

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What is a Cause?

At Charigator, we define causes as community crises or unmet community needs that are negatively affecting the quality of life, well-being or safety for a local population. Specifically, these causes should represent issues that are currently overlooked, underreported, or currently lack the resources to address the problem. Community action should also be able to make a meaningful difference in these causes.

Some examples (not exhaustive):

- Environmental Hazards
- Unsafe living conditions
- Food/water insecurities
- Access Issues
- Resource Shortages

A cause should be actionable and specific.

Rules For Cause Eligibility

When submitting a cause to Charigator, the following criteria must be met for the submission to be accepted. Should you have a question about whether your cause is valid for submission, please email charigatorofficial@gmail.com.

1. The community that this cause is for must be within the state of Kentucky.
 - Exceptions may be made for counties that are bordering Kentucky.
2. The problem being addressed must be a genuine community need or crisis.
 - It should identify a problem actively harming or limiting a community.

3. The issue should be actionable.
 - Volunteers, money, resources, and or awareness must be able to accomplish something to improve the situation.
 - However, causes that require larger policy changes or government action are still eligible as long as volunteers can support the issue by:
 - Organizing petitions
 - Assisting affected residents
 - Helping community members contact representatives
 - Contacting representatives generally
4. The issue must be currently ongoing.
5. The issue must be underreported or underserved.
 - Charigator is focused on issues that are:
 - Overlooked
 - Not receiving organized aid
 - Uncovered by state or federal media
 - Lacking awareness or resources.
 - Well-funded or high-awareness issues may be deprioritized.
6. The issue must be verifiable.
 - Photos, descriptions, openly observable problems, testimonies, or local news stories are useful to confirm that the problem exists.
7. The cause cannot be partisan-specific, Charigator is committed to being an apolitical organization.
 - Marches, rallies, protests, and other partisan events are not valid submissions.
 - However, this does not exclude issues that overlap with political topics such as infrastructure, environmental hazards, healthcare access, etc.

What to Include in a Cause Submission

To make sure causes are clear, accurate, and consistent, all cause submissions should follow the structure below. This helps streamline the process of verifying information, publishing the cause, and mobilizing help.

- **Submitter Information**

We request you include the following information so we can contact you if clarification is needed.

- Your name
- Your email address

- County & city
- Preferred contact method
- Your relationship with the issue (ex. resident, witness, volunteer)
- Whether you would like to be credited publicly, anonymously, or not at all.

Personal information given here will only be used for verification and follow-up questions. It will not be shared publicly unless you choose to be credited.

- **Summary of Cause**

A brief 2-3 sentence overview of the issue. Include the location (city, county, and relevant sites), what the problem is, the type of issue, and who is affected.

Example: For the last three months, people from Smithsburg, Kentucky have been experiencing frequent boil-water advisories due to failing water infrastructure.

- **Description of Problem**

There are two options for this, you may A. write the detailed description to be put on the website or B. Write a small outline and we will research the issue and write about it.

A. Write a Detailed Description

Make sure to include:

- Background of the issue
- Who is affected and how they are affected
- How long it has been going on
- Any attempts to address the issue
- Suggested ways to help (monetary/resource donations, volunteering, etc.)
- Any first-hand evidence (photos, news stories, testimonies, etc.)

We will verify the information, make small edits to the article if necessary, then post it to the site. It should be noted that, by submitting a cause, you grant Charigator permission to edit, expand, and publish your submission. If you choose to be credited as an author, you acknowledge that the final article may include writing, edits, or research contributions by the Charigator team.

B. Write a Basic Outline

If you prefer not to write as much, please attempt to provide the following in a short paragraph:

- What you know about the problem
- Why the problem needs attention
- Who is helping/could help with the problem

We will attempt to investigate and fill in the missing information ourselves.

- **Evidence, Verification, and Credit**

Evidence of the existence of the issue is requested. This can be in the form of:

- Local news articles/clips
- Photos
- Statements from affected individuals
- Social media posts from credible sources

If you would like to be credited, make sure to state that on the submission. You can choose one of the following:

- Full Credit – Your name on the page
- Anonymous credit – “Submitted/Written by an anonymous community member”
- No credit – You are not credited

How to Submit the Cause

To submit a cause, email your cause to charigatorofficial@gmail.com. You can type out the cause submission in the email, or send it as a .pdf or .docx. The subject line of the email should be CAUSE – [Short name of cause].

Notes on the Submission Review Process

After a cause is submitted it will go through the following steps:

- Initial Review: We make sure that the cause meets the eligibility criteria
- Verification: We confirm that the issue exists using evidence provided and additional research
- Editing and Preparation: We will format the submission, add missing info, edit, and otherwise prepare for publishing the cause.
- Publication: Once finalized, the cause will be posted on Charigator.org

During these steps, we may reach out for extra information regarding the cause.