

# UNICEF USA Brand Guidelines

VERSION 1.0 • March 2017

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### **UNICEF USA About Brand Guidelines**

### Purpose

The purpose of this book is to help staff, agencies and supporters (everyone who communicates as UNICEF USA) produce effective materials that speak with a common visual language. This book will be useful every single day and should inform everything you do.

### How to Use This Guide

The best way to use this book is as a PDF. There are links and interactive elements to help you find exactly which digital assets you need to help create communication materials. There are links to templates that can be used by both Mac and PC computers.

TO NAVIGATE THROUGH THE PDF: CLICK ON THESE ICONS TO DOWNLOAD: Click forward to next page Click back to previous page PNG Back to contents page Пп Download file SVG



Vector image (.eps)





MS Powerpoint file (.ppt)





High resolution RGB image (.jpg)

Web-ready image (.svg)

Transparent RGB image (.png)











Zip file (.zip)





### UNICEF USA About Brand Visual Identity

- Brand visual identity is one of the most important assets of our organization. It represents how we are perceived and recognized. If we convey a clear and consistent identity every time we communicate, people will come to know and appreciate who we are and what we stand for.
- As our brand expands across the United States, reaching new communities and individuals, it is important that we present a consistent face to the country.
- To evolve this brand requires commitment from all who touch it. This set of visual communication guidelines is our first step on that journey. You are entrusted with this brand. It is vital that you follow these guidelines to ensure that every aspect of our visual branding is implemented correctly and with maximum impact.

# UNICEF USA **A Monolithic Brand**

- Brand Architecture refers to the way a company chooses to embed and structure branding across its business and its offerings.
  A monolithic structure is where one name is used on all products and services offered by the company. It focuses on one Master Brand that is consistent across all branded relationships.
- UNICEF USA is monolithic brand and uses a single visual identity and prescribed visual language elements across its activities. As a monolithic brand, UNICEF USA requires a high degree of consistency to enable efficient and effective communication and to avoid confusion. Guidelines must be in place and implemented regularly.

### UNICEF USA Assumed Name

Please contact **Art Bulacan** with any questions on compliance.

### UNICEF USA Assumed Name

An assumed name (or fictitious name, trade name or DBA name) is a business name that is different from the officially registered name of a corporation. The U.S. Fund for UNICEF has registered the assumed name UNICEF USA. Moving forward, UNICEF USA will be used in the majority of communications. The legal name of the organization will remain the U.S. Fund for UNICEF.

### Proper Usage

- UNICEF USA can be used alone for all advertising, marketing, recruiting and fundraising purposes (for example, on its website, letterhead, employee bios, business cards, etc.).
- However, the U.S. Fund for UNICEF should state its full legal name along with its assumed name, UNICEF USA, on the below materials:
  - The bottom of each webpage
  - The bottom of donor acknowledgment letters
  - State solicitation disclosures (for example, business reply envelopes and the Trick-or-Treat for UNICEF box)

Depending on preference and circumstances, you can use "U.S. Fund for UNICEF d/b/a UNICEF USA" or "U.S. Fund for UNICEF, doing business as UNICEF USA"

• The U.S. Fund for UNICEF must use its full legal name on all contracts and other legal documents. Additionally, the U.S. Fund for UNICEF should continue to use its full legal name when communicating with federal or state governments and for all payroll functions, including all federal and state forms and payroll stubs.

# Master Brand Logo

### UNICEF USA Master Brand Logo

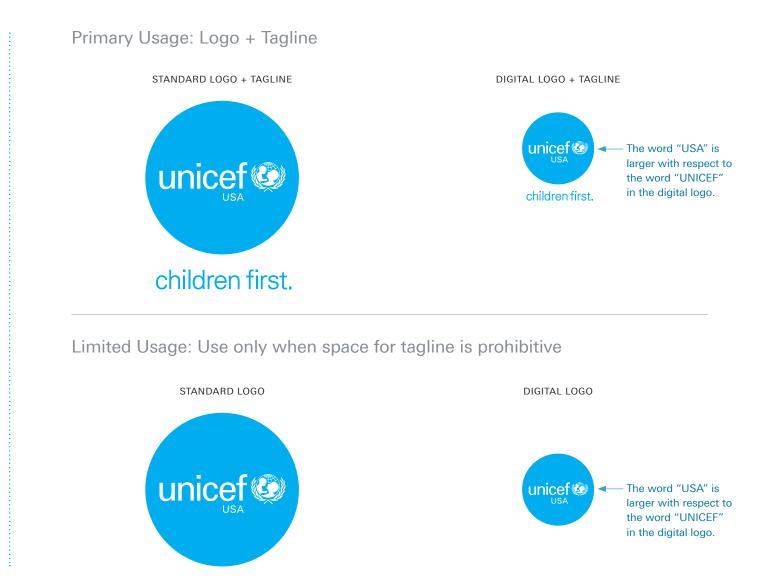
The **UNICEF USA logo** is our most powerful symbol. It is our guarantee of quality, trust and integrity. It should be the most consistent element in our communications.

The **UNICEF USA Globe** brings to life UNICEF's positioning as the world's leading organization for children. It also embodies the broad scale, impact and influence of the organization.

By including the tagline "children first" with our logo, we are ensuring that people know what we do and who we stand for.



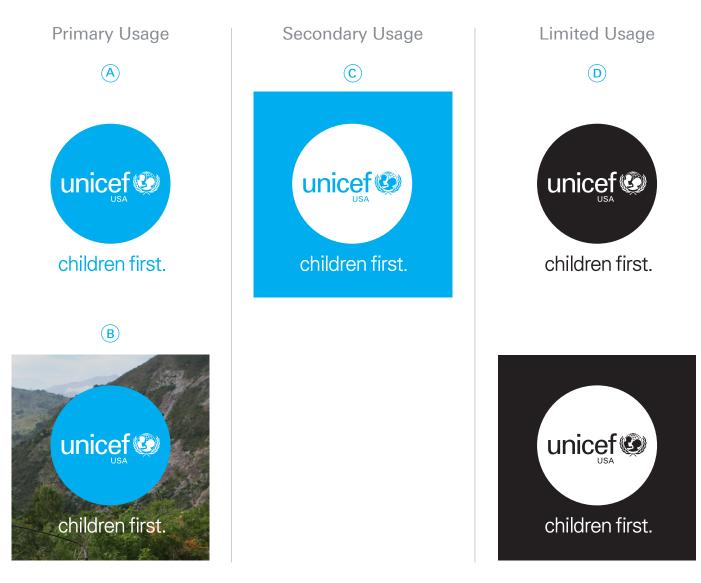
### UNICEF USA **Master Brand Logo** Versions



 $\langle \rangle$ 

## UNICEF USA Master Brand Logo Colors and Backgrounds

- A The primary logotype is 100% cyan, and the preferred background color is white.
- B The primary logotype can be used on photos, with white tagline.
- C The white globe logotype can be used only in circumstances where legibility of primary logo (cyan globe) is compromised.
- D Black and white logotypes are for use only on materials that do not reproduce in color.



## **UNICEF USA Master Brand Logo** Size and Clear Space

Logo files are **provided at** preferred size, with clear space, for ease of placement.

The UNICEF USA .eps logo files may be scaled to any size necessary for the application, as long as the minimum size requirements are met. .jpg logos should never be scaled up, to avoid pixelization.

Always maintain the logo's aspect ratio when scaling.

Size and Scaling

The preferred size for reproducing the UNICEF USA logo in printed materials is 1.25" wide. >>



The minimum size allowable for logo use is .75" wide, or 60 px for digital use online or in presentations. >>



### **Clear Space**

Always surround the UNICEF USA logo with the amount of clear space shown to ensure that the logo is easily identifiable as well as visible and legible wherever it appears.

Clear space is the minimum "breathing room" maintained around our logo. It also defines the minimum distance between the logo and the edge of a document.

The clear space around our logo is defined by the width of the "u" in the UNICEF logo as shown below in gray. Do not position any text, graphic elements or other visual marks inside the recommended clear space.

On digital, the clear space is 15 px.







## UNICEF USA **Master Brand Logo** Don'ts

To preserve the integrity of our brand, our logo must have consistency in its appearance. Ensure that our logo is clearly recognizable by using it properly, and do not alter it under any circumstances.

Consider the logo version and the background it is placed on to provide the best legibility. The examples shown here illustrate various improper applications of our logo.

CORRECT USAGE







## UNICEF USA Master Brand Logo Usage Over Photographs

- Place the logo on backgrounds that provide good contrast and legibility to ensure that it is clearly recognizable.
- Avoid placing the logo on complicated imagery or on backgrounds that are too light or too dark.
- Keep the logo versions and colors in mind and use your best judgment to select the most appropriate choice for the background to which it is being applied.





**Correct Usage** 



Incorrect Usage Logo is unreadable



## UNICEF USA Master Brand Logo Wordmark Version

In limited instances when space will not allow for the full UNICEF USA Globe logo, the wordmark version may be used. Remember, this is ONLY to be used in exceptional circumstances. CLEAR SPACE









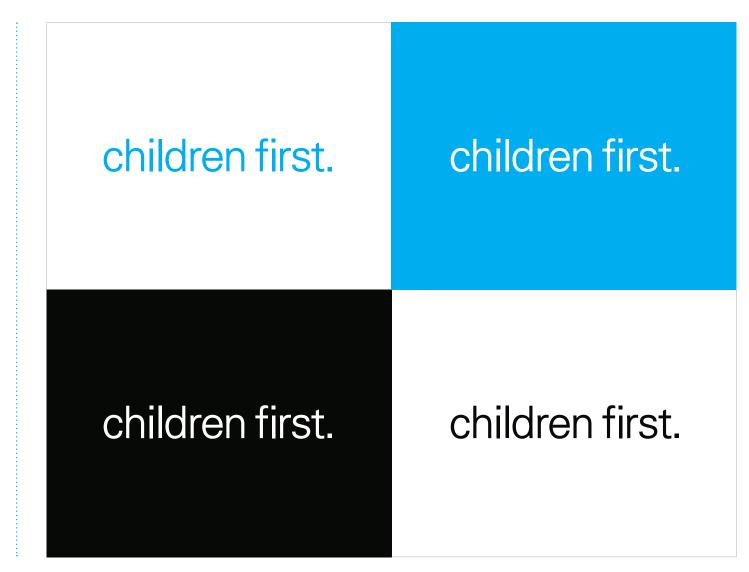






When not locked up to the UNICEF USA Globe, the "children first" tagline can stand alone on some pieces.

Use the provided art files only, do not type "children first" on your own.



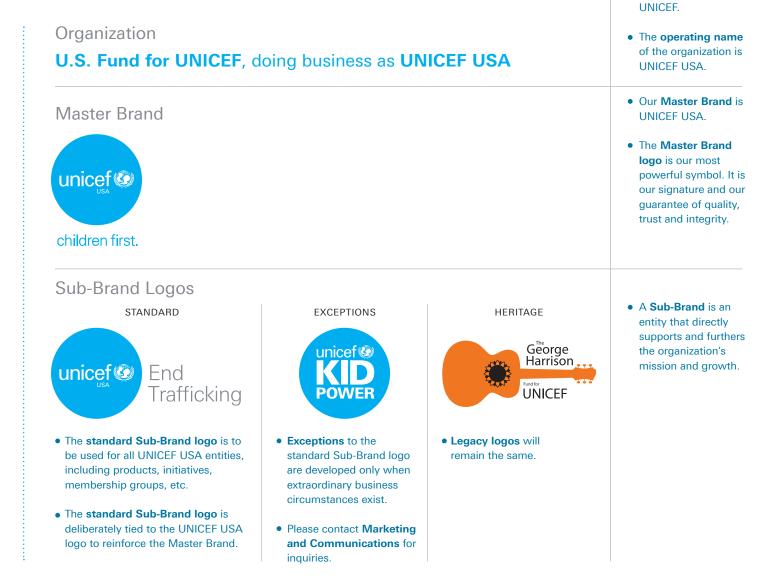
# Sub-Brand Logos



• The legal name of

the organization is the U.S. Fund for

## UNICEF USA Sub-Brand Logos Monolithic Brand Architecture



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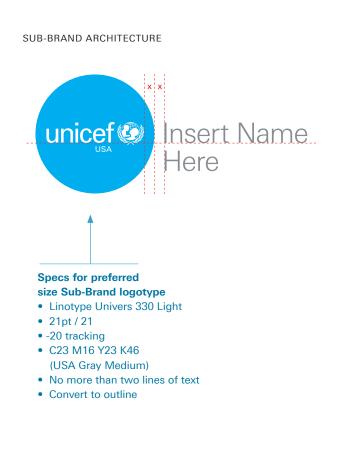
## UNICEF USA **Sub-Brand Logos** Standard Logo

### Preferred logo > Horizontal

**Sub-Brands** are entities that directly support and further the organization's mission and growth.

Sub-Brands are always deliberately and consistently tied to the **UNICEF USA logo** to reinforce the Master Brand.

For legibility and simplicity, UNICEF USA's tagline does not appear in Sub-Brand lockups.







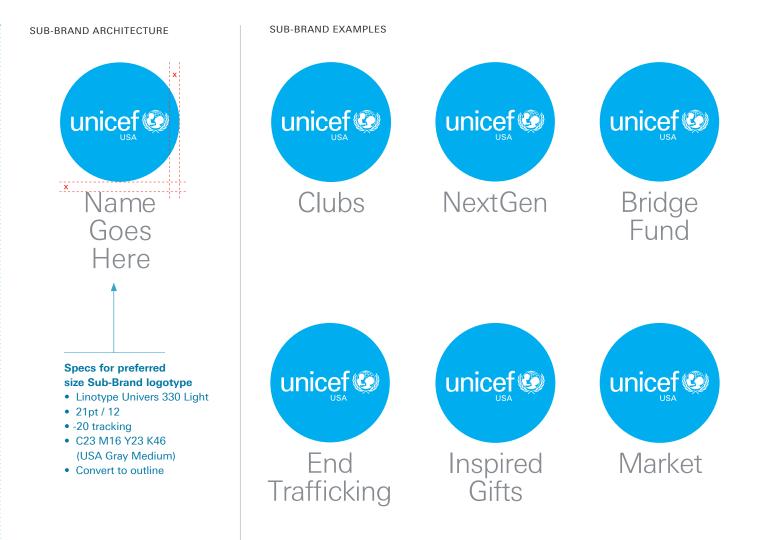
## UNICEF USA **Sub-Brand Logos** Vertical Logo

#### Alternate logo > Vertical

In certain circumstances, when space does not allow for the primary horizontal logos, these vertical versions may be used.

Do not use horizontal and vertical versions of Sub-Brand logos in the same piece of communication.

Note: These vertical Sub-Brand logos are only used when space does not allow for the horizontal option.





## UNICEF USA **Sub-Brand Logos** Digital and Small Usage Logos

### Digital and Small Usage Logos

Small-usage logos have been created for digital and other circumstances that require reproduction at a very small scale. The letters "USA" have been increased in size.

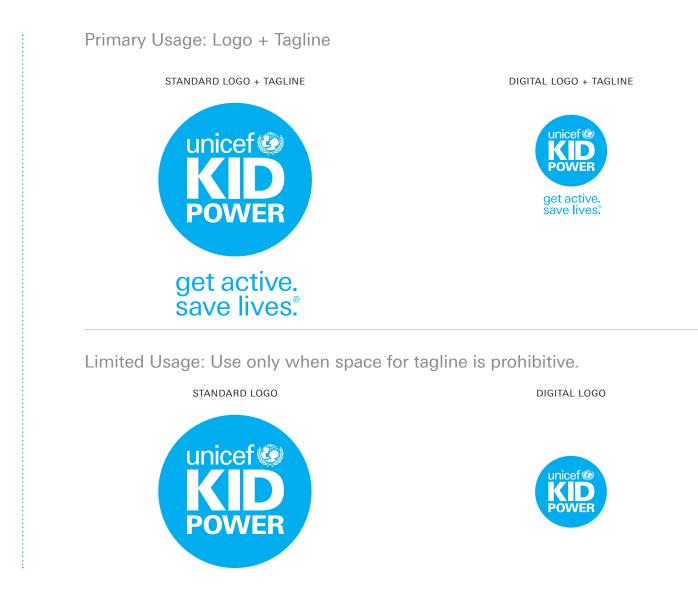
The horizontal logos are the preferred option.

The vertical logos are only to be used when space does not allow for the preferred horizontal logo.



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### UNICEF USA **Kid Power Logo** Versions



## UNICEF USA **Heritage Logos** Versions

Legacy logos that will remain the same.

THE ELIMINATE PROJECT

ELIMINATE maternal/neonatal tetanus & Kiwanis | unicef THE GEORGE HARRISON FUND FOR UNICEF



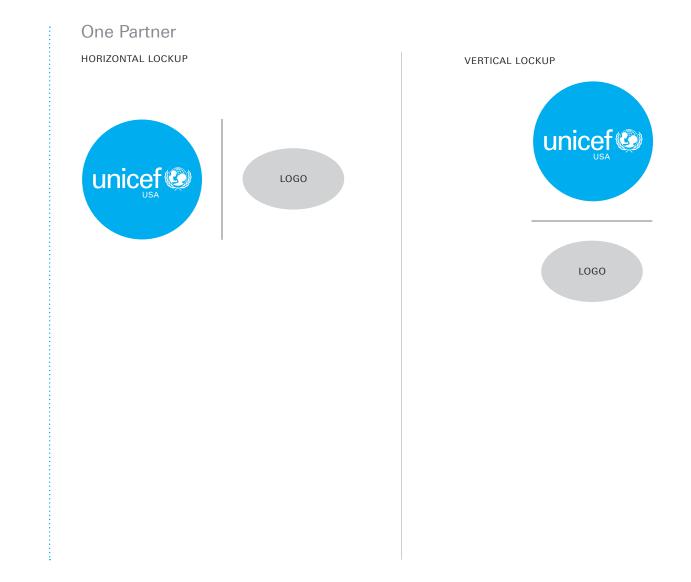
KIDS IN NEED OF DESKS



# Partnership Logo Lockups

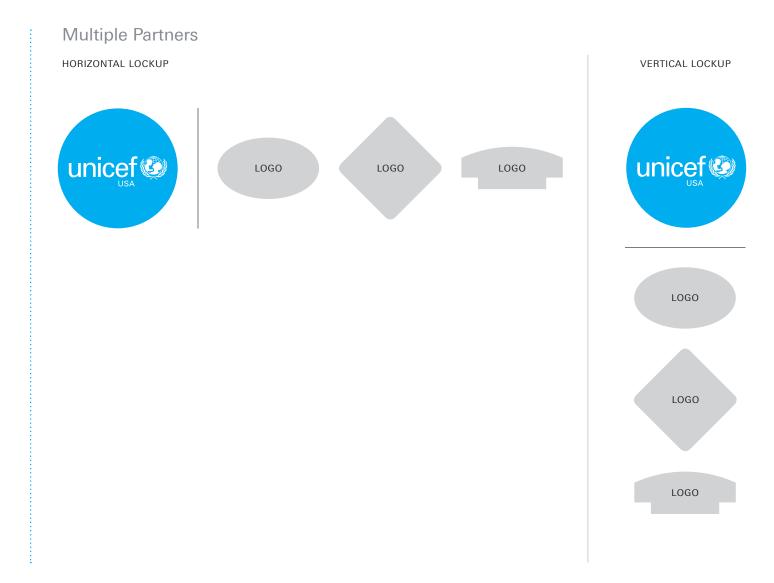


### UNICEF USA **Partnership Logo Lockups** One Partner



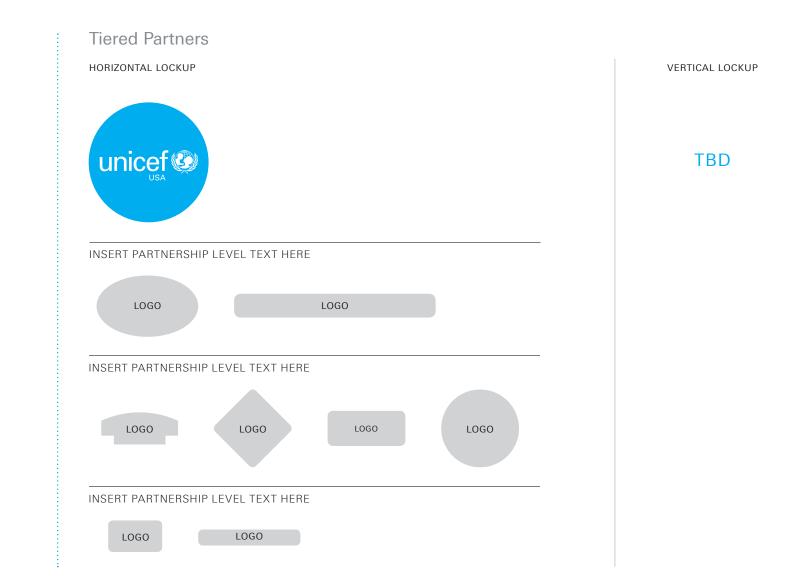


## UNICEF USA **Partnership Logo Lockups** Multiple Partners





### UNICEF USA **Partnership Logo Lockups** Tiered Partners





### UNICEF USA **Partnership Logo Lockups** "In Support Of"







### UNICEF USA Fonts

Our typography not only helps ensure that our materials are recognized as UNICEF USA communications, it also helps create a distinct visual identity.

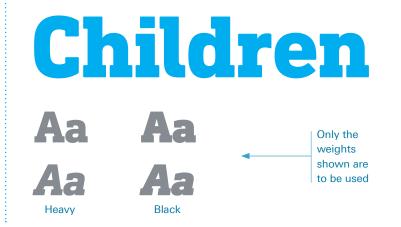
UNICEF USA's two typefaces are:

- Linotype Univers (sans-serif)
- DIN Next Slab Pro (serif, display)

Linotype Univers

Children Aa Aa Aa Aa Aa Only the weights shown are Aa А Aa 9 Aa to be used 230 Thin 330 Light 430 Regular 530 Medium 630 Bold

**DIN Next Slab Pro** 





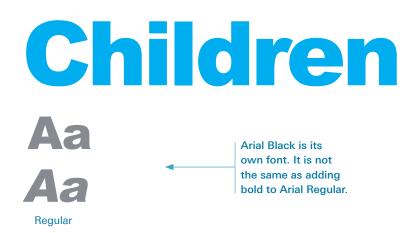
## UNICEF USA Fonts Replacement Fonts

Where Linotype Univers and DIN Next Slab Pro are unavailable, use **Arial Regular** and **Arial Black**.

Do not replace UNICEF USA fonts with any other fonts on your desktop.

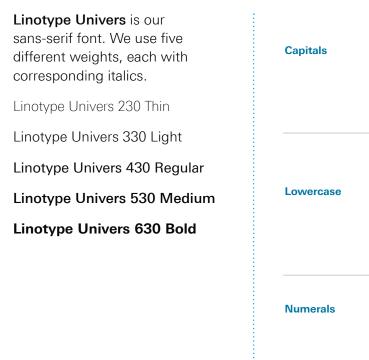
Arial **Children** Aa Aa Aa Aa Aa Aa Bold

Arial Black





## UNICEF USA Fonts Character Set: Linotype Univers



## ABCDEFGHIJKLMN OPORSTUVWXYZ

## 0123456789

abcdefghijklmn

opqrstuvwxyz

Punctuation and Symbols.

 $1;;? (/@#$%^{F*}~({[]})^{\circ ao}$ 



## UNICEF USA Fonts Character Set: DIN Next Slab Pro

**DIN Next Slab Pro** is our display font. We use two different weights, each with corresponding italics.

**DIN Next Slab Pro Heavy** 

**DIN Next Slab Pro Black** 

Capitals

## ABCDEFGHIJKLMN OPQRSTUVWXYZ

!;¿?\|/@#\$%^&\*~({[]})°<sup>ao</sup>

-+=÷¬ π∏∑ Δ*f*∂ßµ<> ≤≥¶§∞

abcdefghijklmn opqrstuvwxyz

Numerals

Lowercase

0123456789

Punctuation and Symbols



## UNICEF USA **Typography** Using Type

The way we use type is crucial to making our designs look thoughtful and professional. Use these tips to make sure the typography is consistent.

TIP

A good rule of thumb:

- Large type: Set the leading 2 points lower than the text's point size.
- Medium size type: Set the leading to the same points than the text's point size.
- Small type: Set the leading 2 points higher than the text's point size.

This won't always be right, but leading can most easily be adjusted from there.

### Leading

Line spacing, called leading, is critical to setting professional-looking type that is easy to read. Leading should be set tight, but not too tight.

### Leading that is too loose leaves too much distance between lines. <sup>22 pt type / 34 pt leading</sup>

# Leading that is too tight leaves too little distance between lines.

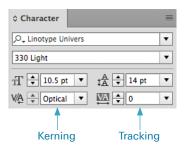
22 pt type / 18 pt leading

# The reader won't even notice when the leading is just right.

22 pt type / 24 pt leading

### Tracking

Correct letter spacing, or **tracking**, is used to make type easy to read. **Optical kerning** should be used when available.



Tracking that is too loose leaves too much space between letters.

+50 tracking

Tracking that is too tight leaves too little space between letters.

-70 tracking

The reader won't even notice when the tracking is just right -5 tracking

## UNICEF USA **Typography** Type Style Examples

Text elements in UNICEF USA branding follow specific type specs as detailed on the following pages.

We have included our main and most **basic typesetting styles for Adobe software** (InDesign, Illustrator and Photoshop) on this page.

Only styles indicated on our design templates should be used in any UNICEF USA work that is produced.

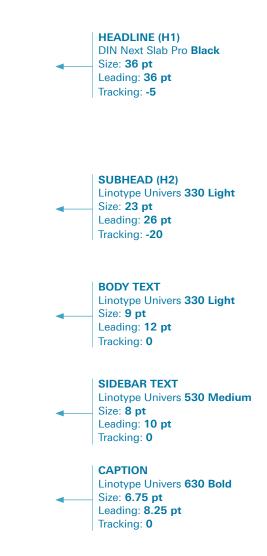
## Lorem Ipsum Dolor Sit Amet Volutpat Erat

consectetuer adipiscing, sed diam nonummy nibh euismod tincidunt.

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Lorem ipsum dolor sit amet, consectetuer adipiscing elit, sed diam nonummy nibh euismod tincidunt ut laoreet dolore.





## Size: 8 pt Leading: 11 pt Tracking: 0

**HEADLINE (H1)** 

Leading: 20 pt

Color: USA Blue

SUBHEAD (H2)

Arial Black

Size: 18 pt

Tracking: 0

Arial Black

Size: 9 pt

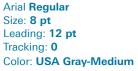
Leading: 9 pt

Expanded: 1 pt

Color: USA Gray-Medium

All Caps

### CAPTION



## UNICEF USA **Typography** Type Style Examples: PC and Office Suite

On this page, we have included our main and most basic typesetting styles detailing **type specs for Microsoft Office software** (Word, Powerpoint, etc.).

Only styles indicated on our design templates should be used in any UNICEF USA work that is produced.

### Lorem Ipsum Dolor Sit Amet Volutpat Erat

LOREM IPSUM DOLOR SIT AMET VOLUTPAT ERAT

consectetuer adipiscing elit, sed diam nonummy nibh euismod tincidunt ut laoreet dolore magna aliquam erat volutpat. consectetuer adipiscing elit, sed diam nonummy nibh euismod.

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## UNICEF USA **Typography** Type Style Examples: Digital and Web

On this page, we have included our main and most basic typesetting styles detailing **type specs for digital and web use.** 

Only styles indicated on our design templates should be used in any UNICEF USA work that is produced.

**NOTE** #00BDF2 is used in replacement for USA BLUE in all digital applications.

VERSION 1.0

## Lorem Ipsum Dolor Sit Amet Volutpat Erat

consectetuer adipiscing, sed diam nonummy nibh euismod tincidunt.

consectetuer adipiscing, sed diam nonummy nibh euismod tincidunt.

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### UNICEF USA **Color** Basic Palette

The primary color for UNICEF USA branding is, like UNICEF's own signature color, **cyan** we call it **USA Blue**.

The **core palette** here presented is provided for use in conjunction with USA Blue.

The **extended palette** is provided for use in conjunction with USA Blue and the core palette.

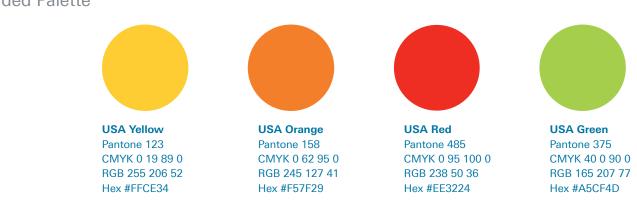
These accent colors should be used sparingly and never take precedence over USA Blue.

#### TIP

Please use **regular black** (CMYK 0 0 0 100), not **USA Black**, for all text smaller than 14 points.

Use **reverse type** (light tones or white) sparingly as it is hard to read.





## UNICEF USA Color Complete Palette

Here is the complete UNICEF USA color palette. **Colors should all be used at 100%** of color (no tints or percentages of colors).

Besides our preferred white, optimal background colors are USA Blue-10% and USA Gray-Light.

Do not use default colors from software programs to add color to your work. Please use only these specific colors.

