



Guidelines for Community Fundraisers Benefiting St. Joseph's Hospitals

We appreciate your interest to raise funds and bring greater awareness to St. Joseph's Hospitals and mission of improving the health of all we serve through community-owned health care services that set the standard for high quality, compassionate care. To help make your fund-raising efforts successful, the following guidelines were developed to assist with managing your special event and to ensure it aligns with the hospitals' mission, reputation and commitment to excellence.

- St. Joseph's Hospitals accepts Community Fundraising Proposals from individuals, corporations, service clubs and organizations that want to raise funds in support of St. Joseph's Hospitals and our programs. Fundraisers should complement the mission and image of St. Joseph's Hospitals. All ideas and events benefiting St. Joseph's Hospitals must be submitted through the [community fundraiser application](#) process.
- Once the proposal is approved, use of St. Joseph's Hospitals name or logo in all promotional materials including websites and social media must be approved by St. Joseph's Hospitals Foundation prior to being released. Promotional materials may only identify St. Joseph's Hospitals as the beneficiary. For example, a ride could be listed as the Cycles for Smiles Ride benefiting St. Joseph's Children's Hospital. If St. Joseph's is one of several beneficiaries, the exact percentage or amount of proceeds that benefit the hospital must be clearly stated on all materials presented to the donor.
- Our mailing lists of donors, patients, physicians, staff and vendors are confidential. St. Joseph's Hospitals Foundation cannot solicit these groups for your event. St. Joseph's Hospitals Foundation is unable to sell tickets on behalf of individuals or organizations for community fundraisers and events.
- The event coordinator is responsible for obtaining any permits and a certificate of insurance for the event as required by local, state and federal laws.
- St. Joseph's Hospitals Foundation is a not-for-profit charity and cannot assume any responsibility for event liability or expenses. Your event costs should be deducted from the funds raised prior to sending the final donation to St. Joseph's Hospitals Foundation. All proceeds need to be made payable to St. Joseph's Hospitals Foundation and mailed to us within 30 days of completing your fundraiser.
- St. Joseph's Hospitals Foundation reserves the right to request additional information prior to approving a fundraiser. St. Joseph's Hospitals Foundation reserves the right to decline approval or withdraw as beneficiary of the event at anytime if we feel there is a conflict of interest or the event may have a negative effect on the image of St. Joseph's Hospitals.

Thank you for your interest to host an event to benefit St. Joseph's Hospitals.