

Draft Date: March 15<sup>th</sup> 2016

## Policy on Third Party Fundraising for the Sickle Cell Awareness Group of Ontario (SCAGO)

**Accountability:** Sickle Cell Awareness Group of Ontario

**Responsibility:** Executive Director

**Approver:** Sickle Cell Awareness Group of Ontario -Management

**Approval date:**

**Last Revision date:**

**Review:** As necessary

### Overview:

The Sickle Cell Awareness Group of Ontario (herein referred to as “SCAGO”) is a provincial association, formed to advocate for and support individuals with sickle cell disease. SCAGO advocates and lobby in a coordinated fashion on key issues to secure and maintain patient access to comprehensive care while empowering the patients and educating the medical and the allied health professionals that treat them.

The goals of the organization are to promote the health of our citizens, reduce pain and suffering, and help people to live as nearly normal lives as possible and to raise the level of awareness and knowledge of the patients in the following key issues:

- Importance of clinical trials and patients involvement
- Importance of patient registries to facilitate access to quality care and existing and emerging therapies
- Improved access to drug therapies
- Treatment guidelines
- Educational guidelines to maintain same level of education across Canada
- Management of the disease

In the light of the foregoing and with no governmental grants; it is imperative that SCAGO seeks third party fundraisers to raise funds for its programs. The purpose of this policy is to create a framework to guide SCAGO with regards to relationships with the 3<sup>rd</sup> party fundraisers.

**Guidelines:****1. Third Party Organizations/ Third Party Fundraising Events**

Third Party events are events organized by individuals/organizations outside of SCAGO

**2. Third Party Organizations**

Organizers of such events must submit written request and obtain written approval from SCAGO's management prior to commencing planning of such event or including SCAGO in any promotional campaigns. Location, purpose of event and estimated amount to be raised to support SCAGO must be clearly iterated in the request document.

**3. Insurance**

SCAGO will not be liable for any mishap that may occur before, during or after the fundraising event and where the organizers are mandated to obtain event insurance, SCAGO shall be named as additional insured, against claims for death, personal injury and property damage

**4. Visibility of SCAGO**

SCAGO must be visible at event in one or more ways such as speaking at the event, dissemination of education materials, and designated booth/table space etc.

**5. Promotion of Event**

Any use of SCAGO's name, logo or other identifying marks in promotional or educational materials must have the advance express written consent of the Executive Director of SCAGO. Any use granted should be specific as to duration, publication, medium and event

**6. Type of Event**

Event must be educational or social in nature and not political

**7. Receiving Donated Funds**

The organizer will sign an agreement to raise funds for SCAGO prior to event and provide such funds raised within one week of the conclusion of the event. Failure to provide funds may result in legal implications.