

Funding and Request Limits

- Sponsorship application will be by Parkview invitation only. **No sponsorship requests will be accepted or considered unless Parkview first asks for sponsorship application in writing.**
- Sponsorship limits and allocations will be determined annually based on the level of Community Health Improvement funding available.
- Selected sponsorship applicants will be notified in writing and will follow the guidelines below.

Priority for Selection Based on:

- Alignment with the hospital's mission, vision, values, and goals
- Fundraising purpose related to our mission priorities of: 1) Access to health care 2) Screening and prevention 3) Disease management 4) Health innovation, research and development
- Related to current health initiatives
- Appropriate public relation benefits

If Selected, Sponsorship Request Shall Include:

- Completed Sponsorship Request Form
- Proof of organization's 501 (c) (3) tax exempt status
- List of organization's Board of Directors including explanation of board diversity
- Sample of event literature (if not available, include previous year's literature)
- A completed sponsorship follow-up report within 90 days after the event

Sponsorship Request Review and Approval

- Deadline for completed sponsorship applications will be indicated in the applicant selection letter.
- Sponsorship requests will be reviewed according to the criteria set forth. Official notification of approval or denial of sponsorship funding will also come in the form of a letter from Community Health Improvement within 90 days of application deadline.
- One year of sponsorship funding does NOT indicate automatic renewal of funding for the same organization and/or event. One sponsorship request per organization will be reviewed once annually.

Sponsorship Logistics

- If selected and application approved, approximately 15% of funding shall go toward the event with the remaining amount going toward organization programming.
- A Parkview staff member may be assigned to serve as the Parkview Liaison for the event. The Liaison will be the primary contact regarding event details including filling Parkview table(s), etc.

Note: The above sponsorship guidelines are for Parkview Hospital and Allen County applicants.