



Allegheny Family PHARMACY

Guidelines for Charitable Giving

Overview:

Allegheny Family Pharmacy strives to exhibit strong social responsibility and maintains a Charitable Giving Program with the express purpose of demonstrating good corporate citizenship in the communities we serve. Allegheny Family Pharmacy supports groups and organizations that operate in the following broad community sectors: *Health & Wellness, Senior Care, Education, Arts & Culture, Youth Sports & Recreation Programs, Environment, Healthy Family*

Who Is Eligible?

The requesting organization must be a not-for-profit organization under the Internal Revenue Service Tax Code or an educational institution. To be eligible for consideration, organizations must:

- Demonstrate broad community support and involvement
- Work for the benefit of a wide range of stakeholders.
- Detail how the money/in-kind donation is to be spent and the expected outcome of the event.
- Commit to acknowledging the Pharmacy's contribution through the promotional/marketing materials and social media. The Pharmacy's logo should be included on promotional materials as appropriate.
- Not duplicate or significantly overlap the work of public agencies on the federal, state or local level or duplicate services of other partnering organizations
- Serve the community without discrimination on the basis of race, color, sex, sexual orientation, age, religion, national or ethnic origin or physical disability

Who Is Not Eligible?

Allegheny Family Pharmacy does not provide funding for:

- Beauty pageants or parades
- Fraternal Organizations
- Individual Scholarships
- Requests for abroad travel, camps, or other individualized enrichment opportunities
- Organizations which discriminate on the basis of race, color, sex, sexual orientation, age, religion, national or ethnic origin, or physical disability
- Research Studies
- Association memberships
- Organizations, projects or other activities outside the Pharmacy's primary service area

Guidelines

1. All requests for donations of cash, goods or services must be submitted in writing at least 30 days prior to publicizing the event. The organization must have a clear mission or goal, prove it is efficiently organized and provide a needed service to the Allegheny Highlands. Specifically, the quality of the program, its service to the public, the size and type of constituency it serves must be included.
2. All funding requests are restricted to a period of one year. Allegheny Family Pharmacy will deny all requests for long-term commitments or multiple-year pledges. Area organizations may submit an annual funding request for the same project, however, approval for funding in a specific calendar year does not guarantee a charitable gift will be awarded in subsequent years. In addition, gifts may not be awarded at the same funding level as in previous years.
3. Allegheny Family Pharmacy must be listed as a sponsor or contributor in all publicity materials and social media as specified by the funding level selected.

All requests should be submitted in writing to: Allegheny Family Pharmacy, Attn: Marketing & Sponsorships
3558 Jefferson St. N, Suite 1, Lewisburg, WV 24901 * Fax: 304.645.5549 * info@myvalleyrx.com

Phone calls requesting donations or sponsorship support will not be accepted.