



Policy Name FUNDING	Policy Number: 1301
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Classification: Funding and Fundraising	Page No: Page 1 of 1

POLICY

The Salvation Army Agapé Hospice is owned and operated by The Salvation Army. Funding is provided by a variety of sources: Alberta Health Services (AHS), Calgary Zone, The Salvation Army, Foundation and Corporate donations, and private donations. Therefore, fundraising procedures as outlined by The Salvation Army Policy will be observed.

PROCEDURE

The Executive Director, in consultation with the Director of Finance and the Development and Communications Manager and the Community Council, will work to ensure funding is secured from AHS on a contract basis and by fund raising activities.

All fundraising campaigns will be managed by the Development and Communications Manager at Agapé Hospice in consultation with The Salvation Army's Public Relations Director for the Calgary area.

Funds received will be receipted, reported and tracked by Agapé Hospice. In memoriam donations which are made directly to Agapé Hospice will be receipted, by Administrative Employees under the direction of the Director of Finance. regular reports will be provided to The Salvation Army's Public Relations office at their request. The Executive Director will ensure such reports are provided on a timely basis.

Agapé Hospice will adhere to all policies established by The Salvation Army regarding appropriate funding sources and activities, the acceptance or non-acceptance of funds, and conflict of interest.

CROSS REFERENCE

The Salvation Army Finance Manual