



<b>TITLE:</b>	Support and Relationship with the Almonte General Hospital/Fairview Manor Foundation		
<b>Manual/Policy#:</b>	Board of Directors # BD-VI-2	<b>Division:</b>	AGH/ FVM/ LCPS
<b>Original Issue:</b>	November 2015	<b>Issued by:</b>	Chair and Board Secretary
<b>Previous Date Reviewed:</b>	November 2015	<b>Approved by:</b>	Board of Directors Board
<b>Last Date Reviewed:</b>	April 2019	<b>Cross Reference(s):</b>	

### 1. POLICY STATEMENT:

A strong and positive relationship between the Almonte General Hospital Corporation (“the Organization”) and the Almonte General Hospital/Fairview Manor Foundation (“the Foundation) is essential for the creation and maintenance of an environment in which philanthropy for the benefit of the patients and residents served by the Organization can thrive.

All donations from individuals, corporations, service organizations, registered charities, groups and estates will be received by and receipted by the Foundation unless otherwise specifically requested by the donor.

### 2. SCOPE:

This policy applies to all Directors, including *ex-officio* and Honourary Directors, and to all non-Board members of committees or task forces established by the Board of the by-laws.

### 3. GUIDING PRINCIPLES:

Hospitals and long-term care homes in Ontario are required to raise philanthropic funds in support of equipment; renovations; education; research; local share requirements for new facilities; and special projects.

The Almonte General Hospital/Fairview Manor Foundation was created to undertake fundraising on behalf of the Organization and is the sole ‘agent’ of the Organization in soliciting and managing charitable donations in support of the Organization.

The Boards of the Organization and the Foundation have a shared responsibility for creating and maintaining a welcoming and rewarding environment for philanthropy to thrive.

**4. DEFINITIONS:**

N/A

**5. PROCEDURE:**

Responsibilities of the Board of Directors of Almonte General Hospital

The Organization's Board of Directors will support the Foundation in its endeavours.

Individual directors are expected to support the Foundation and are encouraged to contribute financially to the Foundation's fundraising efforts.

The President & CEO of Almonte General Hospital and the Board Chair (or delegate) will serve on the Board of the Foundation as per its by-laws.

The Organization's Board of Directors is responsible for determining and maintaining clinical programs and for establishing the strategic and capital priorities of the Organization. Through staff and board communication, the Foundation will be kept duly apprised of the identified and ranked priorities of the Organization for equipment, renovations, education, research, new facilities and special projects.

In the case of restricted and designated donations, the Organization will be responsible for honouring donor intent, as communicated by the Foundation, to the extent that donor intent can be satisfied within the mission, mandate and identified priorities of the Organization.

The Foundation Board Chair will be invited annually to make a presentation to the Board of Directors on their activities on behalf of the Organization.

Responsibilities of the Board of Directors of Almonte General Hospital/Fairview Manor Foundation

The Foundation's Board of Directors is responsible for setting and striving to meet aspirational and achievable goals for philanthropic support for the Organization.

It is the responsibility of the Foundation Board to understand and interpret the needs and intent of specific philanthropic donors for the use and application of their gifts to the Organization.

The Foundation will seek approval from the Organization before accepting donations restricted to purposes which are not aligned with the Organization's mission, strategic directions and identified priorities. Such approval shall be sought from the President & CEO, who will determine the approval process inside the organization.

The Foundation will provide to the Organization a semi-annual report of unspent restricted donations.

Shared Responsibilities

The Board Chairs of the Organization and the Foundation will meet and consult at least semi-annually on strategic directions and priorities to ensure alignment of

interests. Each Chair will report back to his/her own Board on the conclusions and recommendations of these meetings.

Each Board will honour and respect the relevant policies of the other, including but not limited to those related to communication and confidentiality.

**6. REFERENCES**

N/A

**7. APPENDICES:**

N/A

**Evaluation**

This policy will be reviewed every two years.

