



Community Fundraising Guidelines

Guidelines for fundraisers or third-party events
benefiting Texas Children's Hospital

<https://www.texaschildrens.org/support/ways-to-give/community-fundraising>

Welcome

Thank you for your interest in supporting Texas Children’s Hospital. We are grateful for friends like you who choose to partner with us to enhance the health and well-being of children and women.

These fundraising guidelines are designed to assist individuals, organizations, and groups who want to hold an event or fundraiser benefiting Texas Children’s Hospital. These guidelines will serve as a resource to help you achieve your goals, avoid potential conflicts, and uphold the policies of Texas Children’s Hospital.

Please review the guidelines carefully before submitting the required online [Community Events Fundraising Form](#). For timely consideration, please submit the application at least thirty (30) business days prior to your event or fundraiser. Thank you!

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Contact Us

Mailing Address:

Texas Children’s Hospital (*Community Fundraising*)
Office of Philanthropy, Suite 6226
PO Box 300630
Houston, TX 77230-0630

Phone: 832-822-0310

Email: communityevents@texaschildrens.org

Choose How You Make an Impact

Every gift to Texas Children's helps us provide a healthier future for children and women. We can help you decide how best to direct your fundraising proceeds—to support the hospital's greatest needs or to support a specific area that is meaningful to you.

Greatest Need

By directing your fundraising proceeds to an area of greatest need, you are allowing Texas Children's the flexibility to decide how your gift will be used. It may help fund important patient care initiatives, groundbreaking research, ongoing training for our physicians and staff, or other projects that benefit the patients and families we serve.

Texas Children's Women's Services

We offer a state-of-the-art facility with the most advanced care available for obstetric and gynecologic needs, including renowned care for high-risk pregnancy patients. We're meeting our patients' OB/GYN needs at every age and stage of life, from a young woman's first gynecologic visit to pregnancies through menopause.

Texas Children's Behavioral Health

Childhood and adolescence are critically important times, as the brain is more sensitive and vulnerable. Unfortunately, the mental and behavioral health of children is in jeopardy. This population faces unprecedented, increasing depression, anxiety and behavioral issues. Texas Children's is increasing access to behavioral health care for all young people, including our community's most underserved and marginalized children and families.

Duncan Neurological Research Institute

One billion people worldwide — including 300 million children — suffer from devastating brain diseases. In 2010, we set out to change this reality. Today, Texas Children's Duncan NRI is at the forefront of unlocking the mysteries behind the most complex neurological and psychiatric conditions, providing much-needed hope to patients around the world.



Texas Children's Cancer and Hematology Centers

Texas Children's is home to one of the largest pediatric cancer and hematology centers in the United States. Its team of experts includes more than 200 skilled physicians and researchers, along with 1,000 staff members, all of whom are committed to providing the best possible care for children with cancer and blood disorders. These experts see more than 4,200 new patients per year and provide personalized, comprehensive services.

Texas Children's Heart Center

Texas Children's Heart Center combines cutting-edge technology with compassion and a family-centered approach to pediatric cardiac care. The Center's experts see more than 23,000 patients and perform more than 800 surgeries annually, with outcomes among the best in the nation. Our Heart Center physicians and surgeons are world-renowned leaders in pediatric cardiology, congenital heart surgery, cardiovascular anesthesiology, cardiac intensive care and congenital heart conditions.

Texas Children's Neonatal Intensive Care Unit (NICU)

The NICU the first to be designated by the Texas Department of State Health Services as a level IV NICU, the highest level of care available for premature and critically ill newborns. More than 1,800 infants are cared for each year in our NICU by neonatologists and other professionals who are available around the clock to provide the highest level of respiratory support, advanced imaging, pediatric surgery, pediatric anesthesiology, and more.

Texas Children's Hospital The Woodlands

Texas Children's Hospital The Woodlands treats children and adolescents with asthma and allergies to sports medicine and speech therapy. The Woodlands facility serves patients with a state-of-the-art emergency center, surgical suites, inpatient rooms, physical medicine and rehabilitation clinic, an array of specialty clinics, and more.

Texas Children's Hospital West Campus

Texas Children's West Campus offers expert care coupled with a location that is convenient and accessible for area families. The hospital features 48 inpatient beds; 4 operating suites; a 26-bed, dedicated pediatric emergency center; and expert outpatient services

Texas Children's Hospital North Austin

Texas Children's serves Austin families with more than 20 locations offering pediatric, urgent care and specialty care services around the city and a state-of-the-art, \$485 million, top-tier hospital for children and women led by the finest pediatric and women's specialists in the nation.

An Area of Special Significance to You

Many people have a special area, program, or project at Texas Children's that has special meaning or significance to them. If this is the case for you, please let us know, and we will gladly work with you to ensure that your gift is directed in an area you are most passionate about to maximize its benefit to patients and families.

FAQ

How do I get started?

Complete the required online [Community Events Fundraising Form](#).

Once the form is submitted, please allow seven days for review. We will contact you by email to approve your fundraiser or let you know if we need additional information. In some cases, fundraising organizations may be required to enter into a contract with Texas Children's before the event can occur to further define each party's respective obligations. Please email communityevents@texaschildrens.org if you have any questions.

May I use the Texas Children's logo to publicize my fundraiser?

Yes; however, all materials with the Texas Children's logo or name must be submitted for review and approval by an authorized Office of Philanthropy Community Fundraising representative prior to printing and distribution. Proposed events and fundraisers should not be announced or publicized until the Office of Philanthropy has given approval. All publicity materials should clearly state that proceeds benefit Texas Children's Hospital. Texas Children's Hospital also reserves the right to approve any and all co-beneficiaries. Please contact communityevents@texaschildrens.org or 832-822-0310 with questions.

May I have a raffle or drawing?

No, fundraisers involving raffle sales, prior drawings, and gambling are prohibited, as they are legally regulated by the State of Texas. Under The Charitable Raffle Enabling Act, raffles are allowed only if sponsored by a 501(c3) organization. Texas Children's Hospital is unable to support or approve third-party raffles.

Can you help me sell tickets to my fundraiser?

No, Texas Children's staff cannot participate in the sale of event tickets or solicit event sponsorships or in-kind donations. If you plan to solicit contributions, sponsorships, or in-kind gifts from businesses, the Office of Philanthropy may ask you to furnish a list of such potential sponsors for review prior to solicitation. Texas Children's does not share its mailing or email lists.

May we sell shirts or other items with the Texas Children's logo on them?

No, the sale of shirts or any merchandise (CDs, books, T-shirts, etc.) with the Texas Children's logo on them is prohibited, and we are not able to accept proceeds from these sales.



May I raise money online or through a Facebook fundraiser?

Yes! You can raise funds online through customizable Texas Children's giving websites that direct donations to your chosen fund. A Texas Children's giving page can be created by visiting <https://www.texaschildrens.org/support/ways-to-give/community-fundraising>. Approval is required for use of any third-party fundraising sites. Please note, Facebook fundraisers are directed to the Texas Children's Hospital general unrestricted fund. Therefore, we encourage setting up a fundraising page on our site, then sharing on social media. This ensures donations go directly to the cause of your choice, with supporters receiving acknowledgment emails from Texas Children's. Contributions made via third-party pages cannot be acknowledged by Texas Children's.



Does my event align with Texas Children's values?

We always aim to partner with individuals and organizations who model our mission with their actions and behaviors. Texas Children's Hospital reserves the right to decline any community fundraising request based on our internal branding guidelines and policies. Our mission is to create a healthier future for children and women throughout our global community by leading in patient care, education and research.

Can a physician or other representative from Texas Children's attend my event?

Texas Children's representatives may be available for your event, but we cannot guarantee this. Please make your request at least 30 days prior to the event.

Where do I send donations of cash or checks?

Please send net proceeds to Texas Children's Hospital within 60 days after completion of your fundraiser.

Please make checks payable to Texas Children's Hospital and mail them to:
Texas Children's Hospital (Community Fundraising)
Office of Philanthropy Suite 6226
PO Box 300630
Houston, TX 77230-0630

To send your proceeds electronically, please contact communityevents@texaschildrens.org.

Ways We Can Help Your Fundraiser Succeed

Texas Children's team can provide some assistance to help ensure your success, including:

- Consulting with you on your fundraising and event plans
- Approving your use of the Texas Children's Hospital name and logo, when appropriate
- Providing a shareable fact page titled "Did you know?" to inform your supporters about the impact of their gifts
- Providing a letter of authorization to validate the authenticity of the fundraiser
- Creating a customizable online fundraising website that directs donations from friends and family to the area of your choice

Services We Are Unable to Provide

Unfortunately, for a variety of legal and logistical reasons we cannot provide the following:

- Approval of raffles, of any sort, that benefit Texas Children's Hospital
- Texas Children's sales tax exemption number or document
- Insurance or liability coverage
- Donor and vendor mailing lists
- Texas Children's letterhead
- Funding or reimbursement for your expenses
- Celebrities or professional athletes for your fundraiser
- Publicity and advertising (*press releases, social media, newspaper, radio, television, etc.*)
- Guaranteed attendance of physicians or hospital staff
- Staff participation at your committee or planning meetings
- Volunteer support at your fundraiser
- Guaranteed visits or interactions with patients at Texas Children's
- Solicitations for support to businesses or vendors on your behalf

Thank you for your generosity and hard work on behalf of the patients and families we serve at Texas Children's Hospital. Your gifts help make a life-changing difference!

Questions?

Email communityevents@texaschildrens.org or call 832-822-0310