

Frequently Asked Questions

What is the Kennedy Krieger Institute "We Are One" Employee Giving Campaign?

"We Are One" is Kennedy Krieger's employee giving campaign, and it aims to celebrate all staff members as the passionate, committed and generous individuals they are, who exude the definition of a Kennedy Krieger employee. The goal? \$100,000 raised and 100 percent employee participation. The purpose? To improve the lives of the students and patients, and their families to whom we have dedicated our professional lives. The strategy? To have fun and make it easy to give back to our community and one of our favorite charities doing great work—Kennedy Krieger Institute.

How can I donate?

Donating to Kennedy Krieger is very easy, and there are many different ways to participate:

- Make an ongoing pledge through payroll deductions or monthly credit card donations
- Make a one-time gift with vacation time, cash, check or credit card
- Make your gift in person by visiting the "We Are One" employee giving campaign table at various locations on the following dates*:

DATE	TIME	LOCATION
Tuesday, September 12, 2023	11:30 am – 1:30 pm	801 N Broadway – outside the Nook
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	2:30 pm – 4:30 pm	1741 N Broadway – Main Lobby
Wednesday, September 13, 2023	7:30 am – 9:30 am	707 N Broadway – Main Lobby
	2:30 – 4:00 pm	716 Broadway – Main Lobby
Thursday, September 14, 2023	8 – 9:30 am	720 Aliceanna Street
Tuesday, September 19, 2023	11:00 am – 1:00 pm	7000 Tudsbury Road (PACT)
		Large Conference Room
Wednesday, September 20, 2023	11:00 am – 1:30 pm	3825 Greenspring Avenue – Café
		James
	2:15 – 4:00 pm	
		1750 E Fairmount Avenue

*Schedule as of August 8, 2023

Raffles:

Participate in a raffle on any of the following days. Your name will be entered for a chance to win gift cards, free days and more!

- Wednesday, September 13
- Wednesday, September 20
- Wednesday, September 27
- Wednesday, October 4

*Credit card donations made online (all day), payroll deduction pledges or check/cash donations made in person during the above tabling sessions will count toward the raffle.

Pledges made by vacation time will not qualify for raffle entries.

If I pledge by payroll deduction or make a monthly credit card donation, when will my first donation occur?

One deduction will occur in each of the pay periods starting January 12, 2023 during which you are paid. This authorization shall remain in effect until you request a change or cancelation. For monthly donations made by credit card, the first donation will be charged immediately, and subsequent donations will continue on a monthly basis until you request that the donations stop. For further questions, contact the Office of Philanthropy by emailing <u>WeAreOne@KennedyKrieger.org</u> or calling <u>443-923-7300</u>.

What do I receive for my donation?

You will receive a campaign button along with an additional gift based on your giving level.

How do I receive my thank-you gift?

Pick up your gift on Wednesday, October 11, at the "We Are One" employee giving campaign thank-you party held from noon to 4 p.m. in the Arnold J. Capute, MD, MPH, Conference Center on the 8th floor of 1741 Ashland Avenue. If you are unable to pick up your gift, you will receive your thank-you gift from your team captain or through interoffice mail.

What thank-you gifts do I receive?

The gift you receive will depend on your giving level. Those who make gifts of \$1 to \$24 will receive a "We Are One" employee giving campaign button; gifts of \$25 to \$99 will receive a campaign T-shirt and button; gifts of \$100 to \$249 will receive a button, T-shirt and fanny pack; gifts of \$250 to \$499 will receive a button, T-shirt and Bento lunchbox; gifts of \$500 to \$999 will receive a button, T-shirt and sport bag with water bottle r; and gifts of \$1,000 or more will receive a button, T-shirt and Fleece jacket.

While completing your donation, you will have the option to refuse to receive incentives. If you decline one incentive, you are declining to receive ALL incentives that come with the gift amount. By declining to receive incentives, your donation will be fully tax-deductible.

When I make a donation, where does my money go?

All of the money raised through the efforts of this campaign will go to support the <u>Mary Snyder-Vogel Family Fund</u> which provides monetary assistance to our patients, students and their families for necessary equipment and supplies not covered by insurance, and toward one-time grants for patients, students and their families to help meet basic living expenses. These funds might be for anything from filling a tank of gas so a child can make it to a monthly appointment, to installing a shower chair so a patient may bathe comfortably. The mission of this campaign is to make life a little less stressful and a little more fun for our patients and students, and their families, and the campaign gives all of us a chance to help out with that.

What is the departmental competition?

We are striving for 100 percent participation in every single department. This campaign is less about how much you give and more about creating a community of philanthropists. Success is everyone participating as one mission, one team and one Institute that's striving to improve the lives of children and young adults battling disorders of the brain, spinal cord and musculoskeletal system. Participation will be rewarded with an additional thank-you treat, certificate and public recognition.

What is a Giving Day?

Giving Days are special days throughout the campaign when everyone who pledges or donates any amount on that specific day will be entered into a raffle to win any one of a number of amazing prizes. Please see the events schedule for the complete list of items. Don't forget! To be entered into a Giving Day raffle, donations and payroll pledges must be made ON that Giving Day.

Is my donation tax-deductible?

Your donation is fully tax deductible to the extent of the law. The level of tax-deductibility depends on whether or not a free gift was selected and the amount donated. Please refer to the mailed acknowledgment letter to determine how much of your gift is tax-deductible.

Are there other ways to support the Institute?

Yes, we think your time is just as valuable as any donation. You can always choose to volunteer at Kennedy Krieger Special Events or Institute initiatives. If you volunteered at ROAR for Kids 2023 or plan to volunteer at Baltimore Running Festival or Festival of Trees, or if you volunteered, or plan to volunteer, with the American Heart Association, Ronald McDonald House of Maryland or Special Olympics Maryland, please let us know by <u>filling out this form.</u>

What if I have another question?

For further questions, contact Theresa Macheski and Amanda Muela by emailing <u>WeAreOne@KennedyKrieger.org</u> or calling **443-923-7300**.