The work of Susan G. Komen Greater Pennsylvania is a continual effort to meet the breast health needs of the affiliate’s 53-county service area across Pennsylvania, with 75% of all funds raised staying in the community and supporting breast cancer education, screening, and treatment initiatives, while the remaining 25% of all funds raised support Komen’s National Grants Program that funds research programs throughout the country. Through its year-round efforts, Komen Greater PA is proud to have invested over $25 million back into our service area through programs that enhance the quality of life for women and men living with breast cancer, including screening mammograms and patient treatment assistance, as well as having invested nearly $10 million for breast cancer research that will help the organization meet its Bold Goal of reducing the current number of breast cancer deaths by 50 percent in the U.S. by 2026.

Over the past three decades, Susan G. Komen Greater PA has grown in size, impact, and service; having evolved from an annual Race for the Cure into a year-round, comprehensive nonprofit organization serving western, central, and northeastern Pennsylvania. Today, and every day, as Komen Greater PA works to meet the changing needs of the community we serve, our promise remains the same: to save lives and end breast cancer forever by empowering people, ensuring quality of care for all, and energizing science to find the cures.

**OUR MISSION** | Save lives by meeting the most critical needs in our communities and investing in breakthrough research to prevent and cure breast cancer.

**ABOUT SUSAN G. KOMEN** | In 1980, Nancy G. Brinker promised her dying sister, Susan, that she would do everything in her power to end breast cancer forever. In 1982, that promise became the Susan G. Komen® organization and the beginning of a global movement. What started with $200 and a shoebox full of potential donor names has now grown into the world’s largest nonprofit source of funding for the fight against breast cancer. To date, Susan G. Komen has invested more than $2.9 billion in groundbreaking research, community health outreach, advocacy, and programs in more than 60 countries. Our efforts helped reduce deaths from breast cancer by 38 percent between 1989-2014 and we will not stop until our promise is fulfilled.

Susan G. Komen is the ONLY organization that addresses breast cancer on multiple fronts such as research, community health, global outreach, and public policy initiatives in order to make the biggest impact against this disease.

**OUR BOLD GOAL** | Reduce the current number of breast cancer deaths by 50% in the U.S. by 2026.
Guidelines for Conducting Special Events, Benefits, or Promotions to Benefit Susan G. Komen Greater Pennsylvania

Thank you for your interest in benefiting Susan G. Komen Greater Pennsylvania (Komen Greater PA). Donations to Komen Greater PA are an important vehicle in advancing our mission to “save lives by meeting the most critical needs in our communities and investing in breakthrough research to prevent and cure breast cancer.”

Susan G. Komen Greater PA values its name and reputation, and we hope that you appreciate that the following guidelines aim to preserve the integrity and value of our name. Komen Greater PA serves 53 counties in western, central, and northeastern Pennsylvania. We can only consider third party events or promotions which will raise money in these counties. Please see our service map, below, for reference.

It will be necessary for you to first complete and submit the included application, giving us certain information about the proposed event. Once the application has been submitted, we will do our best to contact you within approximately ten (10) business days with our decision. Please do not move forward with your plans, however, until you have been notified of our decision. Returning the form electronically or via fax will greatly expedite the process.

Please note that while the Komen Greater PA Affiliate may be able to provide guidance for your event, we are generally unable to provide administrative or logistical assistance for the event (e.g., distributing invitations, compiling RSVP’s, selling tickets, sitting on steering committees, etc.). If the event is approved, you should be prepared to provide all of the support necessary to organize and conduct the event, including committing all funds required for the event.
SCHOOL & GRADUATION PROJECTS

Give Our Office a Call: We would be more than happy to work with you to enhance your project idea or share some ideas that have been successful for other students in the past.

Planning an Event: Now is the time to get organized and work with friends to help keep your project on track. Start by confirming a date, location, and all other details so that everything goes as planned. Set your goals!

Keep Track of Your Progress: Design a chart or flow sheet to help keep track of your progress. This is a great way to see what goals you have achieved so far.

GUIDELINES
Thank you for wanting to plan a fundraiser and/or awareness program that will benefit Susan G. Komen Greater Pennsylvania. Proceeds from fundraising events are important to us so we can keep the Komen promise to save lives by meeting the most critical needs in our communities and investing in break-through research to prevent and cure breast cancer.

- You are responsible for creating and distributing all publicity for your event. If promoting your event outside of your school community the Komen Greater PA office must review and approve all material before it is printed or distributed.
- Certain branding guidelines must be followed when utilizing the Komen Greater PA logo. Please contact our office if you plan to incorporate the Komen Greater PA logo on any materials. It may be necessary for us to review material before it is printed and distributed.
- Breast health education materials may be provided for the event with amount deemed appropriate with the size and type of event.

AFTER YOUR EVENT
Once your event is completed, take pride in a job well done. No matter how large or small your event is, it will make an impact in the fight against breast cancer. We ask that you make sure to:

- Thank all your donors that may have donated items such as food or raffle items for your event. If their donation is valued at $250 or more they will need a letter thanking them for their donation for tax purposes.
- Count all money raised and make sure all your expenses have been covered.
- Mail the proceeds of your event to Susan G. Komen Greater Pennsylvania | 1133 South Braddock Ave. | Pittsburgh, PA 15218.
- When mailing proceeds please include your name, address, name of school, name of group, students or club that participated, and the address where the thank you letter should be sent.

We sincerely appreciate your desire to support Komen Greater PA.
If you are able to work within these guidelines, please complete the attached application and submit it via email, fax, or mail.

Meg Dluhos | Development Director | mdluhos@komengreaterpa.org
Erin Roth | Special Events Development Associate | eroth@komengreaterpa.org

Fax | 412-342-0504
Phone | 412-342-0500

Pittsburgh Office
1133 S. Braddock Avenue
Pittsburgh, PA 15218

Northeastern PA Office
150 Adams Avenue
Scranton, PA 18503
SCHOOL PROJECT
APPLICATION

SUSAN G. KOMEN GREATER PENNSYLVANIA

Date of Application: ________________________________

School/Organization: _______________________________________________________________

School Address: ___________________________________________________________________

City: __________________________ State: _______ Zip: ______________

Student Name: ____________________________

Email: ___________________________ Phone: __________________________

Teacher/Advisor Name: ___________________________________________________________

Email: ___________________________ Phone: __________________________

PROJECT OR EVENT INFORMATION:

Name of Proposed Project/Event: _______________________________________________________

Description of Proposed Project/Event: __________________________________________________

_________________________________________________________________________________

Date/Time/Location: ________________________________________________________________

Will there be fundraising activities: Yes / No  Description of fundraising activities: _______

________________________________________________________________________________

________________________________________________________________________________

Do you need any educational materials or handouts? If so, please give the estimated quantity:________

________________________________________________________________________________

Why did you choose to support breast cancer awareness? _________________________________

________________________________________________________________________________

________________________________________________________________________________

Meg Dluhos | Development Director | mdluhos@komengreaterpa.org
Erin Roth | Special Events Development Associate | eroth@komengreaterpa.org

Fax | 412-342-0504 / Phone | 412-342-0500

Susan G. Komen Greater Pennsylvania
1133 South Braddock Ave. | Pittsburgh, PA 15218
150 Adams Avenue | Scranton, PA 18503
GRADUATION PROJECT APPLICATION

SUSAN G. KOMEN GREATER PENNSYLVANIA

Date of Application: ____________________________

School/Organization: __________________________

School Address: _______________________________

City: ____________________ State: ________ Zip: ____________

Student Name: ________________________________

Email: ____________________ Phone: ______________

Teacher/Advisor Name: __________________________

Email: ____________________ Phone: ______________

PROJECT OR EVENT INFORMATION:

Name of Proposed Project/Event: __________________________

Description of Proposed Project/Event: __________________________

________________________________________

Date/Time/Location: ____________________________

Will there be fundraising activities: Yes / No  
Description of fundraising activities: __________________________

________________________________________

Do you need any educational materials or handouts? If so, please give the estimated quantity: __________________________

________________________________________

Why did you choose to support breast cancer awareness? __________________________

________________________________________

________________________________________

Meg Dluhos | Development Director | mdluhos@komengreaterpa.org
Erin Roth | Special Events Development Associate | eroth@komengreaterpa.org

Fax | 412-342-0504 / Phone | 412-342-0500

Susan G. Komen Greater Pennsylvania
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