

Terms of Agreement

To download and print a copy of the Terms of Agreement, click on the appropriate link:

- Recipient Organization - Terms of Agreement
- Collection Site - Terms of Agreement

Recipient Organization - Terms of Agreement

1. After you complete your registration on the Help Women and Girls website, you must register your agency on the National Women's Health Week (NWHW) website (www.womenshealth.gov/whw/). To reach this website, click on the link to National Women's Health Week located in the menu bar on the left side of the Help Women and Girls web page.

We encourage you to explore the National Women's Health Week website and plan additional events to coincide with National Women's Health Week (May 10-16). Once you register your agency on the National Women's Health Week website, you will be a National Women's Health Week partner. While supplies last, all National Women's Health Week partners are eligible to order free promotional and educational materials from the National Women's Health Week website.

2. How to Register Your Organization on the National Women's Health Week Website:

- a. Go to <http://www.womenshealth.gov/whw/>
- b. Click on "Register Events and Proclamations".
- c. Log-in if you have an existing account or create a new account.
- d. Once logged in, click on "Add an Event or Check-Up Day".
- e. Enter the requested information on your organization. Here are some suggestions:
 - i. Activity Title: "Help Women and Girls"
 - ii. Activity Description: "We are connecting our agency with donors who want to support our work by donating personal care items or volunteer hours."
 - iii. Start date: May 10, 2009. End date: May 16, 2009. (Please note that you may continue receiving donations after May 16th.)
 - iv. Activity category: Community Outreach/Promotion/Information Dissemination
 - v. Goal/Expected Outcome: 'Raising general awareness about health issues' or 'Disseminate information'.

3. Although it is our hope to reach out to all the recipient organizations, registering your organization for the Help Women and Girls Project does not guarantee that your organization will receive volunteers or donations.

4. By July 31, 2009, you must submit a report of all donations and volunteers received through the Help Women and Girls Project. Failure to submit a report may bar the organization from participating in the Help Women and Girls Project in the future. The report should include the total number of donations received. The report must also include the number of collection sites that donated to the organization and the number of individual donors that donated to the organization. Finally, the report should include information about volunteering activities that coincided with the Help Women and Girl's Project.

5. Individual Donors who visit this site are responsible for contacting your agency directly to arrange the delivery of requested items. Your agency contact person must be able to receive inquiries and coordinate donation delivery with the donor. Help Women and Girls is not responsible for the delivery or arranging the delivery of donations.

6. Organizations or businesses that are acting as a collection site are responsible for contacting your agency directly to arrange the delivery of requested items. Your agency contact person must be able to receive inquiries and coordinate donation delivery with the collection site. Help Women and Girls is not responsible for the delivery or arranging the delivery of donations.

7. Disclaimer: In no event shall the 'Help Women and Girls' program, its officers, agents, advisors, directors, employees and consultants, be held responsible to registered agencies for any claims or damages whatsoever arising under this program, whether direct, indirect, or consequential.

8. 'Help Women and Girls' reserves the right to exclude any agency from use of this site or participation in this program, in our sole discretion.

9. Questions? Contact Sarah Blenner at Sarah.Blenner@hhs.gov.

Collection Site - Terms of Agreement

1. You must register your collection site on the Help Women and Girls website.

We encourage you to explore the National Women's Health Week website (www.womenshealth.gov/whw/) and plan additional events to coincide with National Women's Health Week (May 10-16).

2. As part of the registration process, you may choose up to three recipient agencies for which you would like to collect donations. Although it is our hope to partner collection sites with their preferred recipient organizations, the Help Women and Girls Project does not guarantee that you will be matched with any of the organizations that you listed in your registration form.

3. Collection sites are responsible for contacting your recipient organization directly to arrange the delivery of the collected items. Your collection site's contact person must be able to receive inquiries and coordinate donation delivery with the recipient organization. 'Help Women and Girls' is not responsible for delivering or arranging the delivery of donations.

4. If your collection site chooses to open your site for donation collection from the general public, the name and location of collection site will be posted on the Help Women and Girls Project website. Your collection site's contact person must be able to receive inquiries and permit donation delivery with individual donors. 'Help Women and Girls' is not responsible for the delivery or arranging the delivery of donations.

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