



### The Simmons Employee Foundation

In late 2001, the management and employees of Simmons Hanly Conroy came together with an idea to provide a single streamlined way for them to give back to the communities they are so proud to call home. As a result of their ingenuity, The Simmons Employee Foundation (SEF), now provides financial and volunteer support to local charitable organizations. In its first year alone, the Foundation raised more than \$125,000 for local charities, and since its inception, has donated over \$1 million.

Here are a few of the highlights of the Foundation's first year:

- The First Annual Golf Tournament, which raised nearly \$6,000 for the Make-A-Wish Foundation of Metro St. Louis
- Over 40 employees joining the Bucket Brigade to paint and fix-up home of local residents who need help maintaining their homes
- Organizing and participating in the American Lung Association's Annual Asthma Walk
- Working with local blood banks to coordinate regular employee blood drives

The Foundation's service earned Simmons Hanly Conroy the 2005 United Way Community Spirit Award. Only one organization in Southwest Illinois was chosen for this honor.

### Mission Statement

SEF's mission is to be an innovative resource dedicated to supporting our community's individuals, families and organizations through financial giving and volunteer programs.

### Guidelines

The SEF is an Illinois non-for-profit corporation that has received federal tax-exempt status from the Internal Revenue Service as a Section 501 (c) (3) charitable support organization.

The Foundation does not provide grants to political organizations or religious organizations for religious purposes. Additionally, family members of Simmons Hanly Conroy will not be provided with funds from the Foundation.

Who qualifies?

- IRS approved charities-a few restrictions apply. SEF will not approve gifts that deliberately undermine the freedoms guaranteed in the United States Constitution
- Personal Tragedy-funds established to assist local individuals/families with medical and/or personal expenses
- Civic organizations

Who does not qualify?

- Employees and their immediate family
- Clients
- Any organization directly affiliated with Simmons Hanly Conroy
- Any political organization

### Procedure to apply for funds/volunteers

Application process: All requests must be received in writing and include donation/volunteer amount requested, purpose of needing donation/volunteer and information on the soliciting organization (contact person, organization name, phone, address etc.). Forms are available via the Simmons Hanly Conroy intranet. To solicit funds or to request volunteers for an event from the SEF, please email Malorie Crawford at [mcrawford@simmonsfirm.com](mailto:mcrawford@simmonsfirm.com).

You can return the completed forms to Malorie via email or fax to 618-259-2251.

