

AHP COVID-19 Benchmarking Survey

User Guide

1. Basic information about your organization

- Organization Name
- Organization Country
- Organization State/Province
- Organization Zip Code
- Survey contact information (first and last name, email, phone number)

We ask these questions to ensure that we have your organization's information correct and that we have the correct contact information if we have any questions about your survey data.

2. What is the Net Patient Revenue of the entity that your philanthropic organization supports (in USD)? **(U.S. Only)**

“**Net Patient Revenue** is the total patient revenues minus the patient discounts. This is the total amount of money they received for treating patients from a payer (Medicare, Medicaid, commercial insurance) and does not include the charitable donations, revenues from the foundation, or other revenue sources. Patient Discounts include any contractual allowances or discounts on patients' accounts.”*

Please provide the most up to date number you have for Net Patient Revenue for the calendar year 2020.

3. What is the Gross Operating Revenue of the entity that your philanthropic organization supports (in CAD)? **(Canada Only)**

Gross Fundraising Revenue represents total funds raised, either cash or production.

Please provide the most up to date number you have for Gross Operating Revenue for the calendar year 2020.

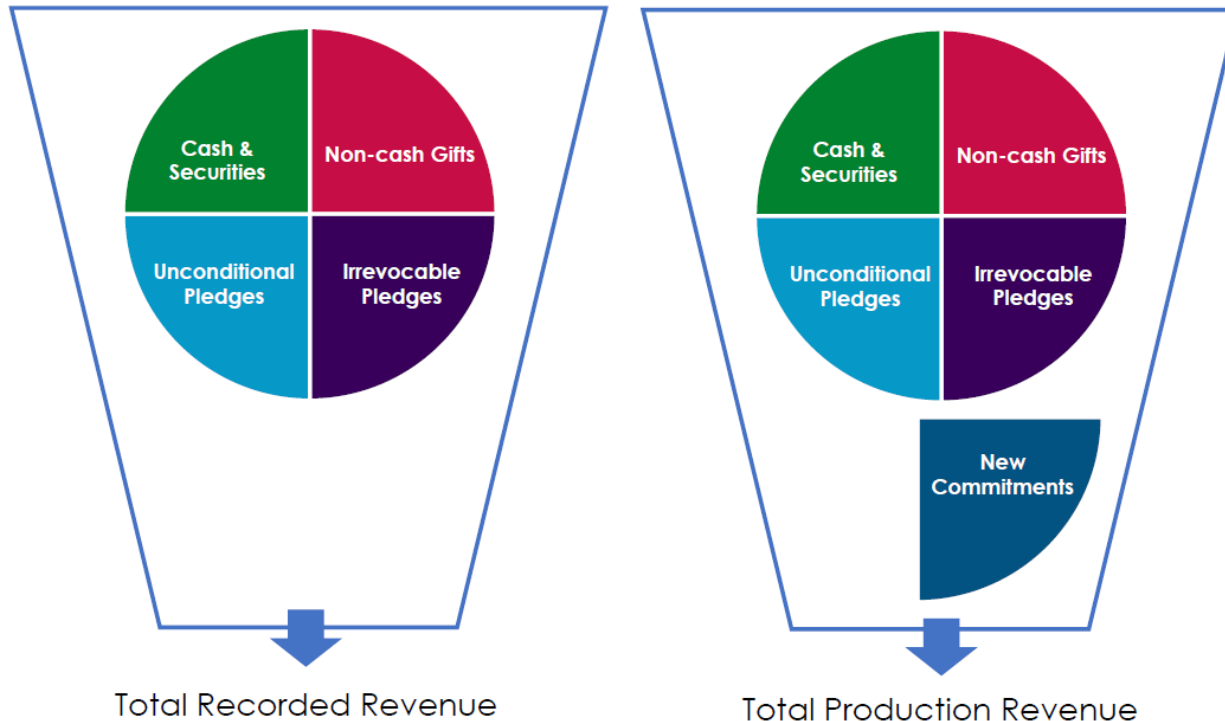
4. What is your organization's Fundraising Expense Budget (in USD or CAD)?

Fundraising Expense Budget represents the portion of an organization's budget that is devoted to the cost of fundraising.

Please provide your organization's total Fundraising Expense Budget for your current fiscal year.

5. Please provide the following information for [month of your data input]. Based on the country that you are providing data for, please enter your responses in either USD or CAD.

	Goal	Actual
Total Production Revenue		
Production Revenue from Major Gifts only		
Production Revenue from Annual Gifts only		

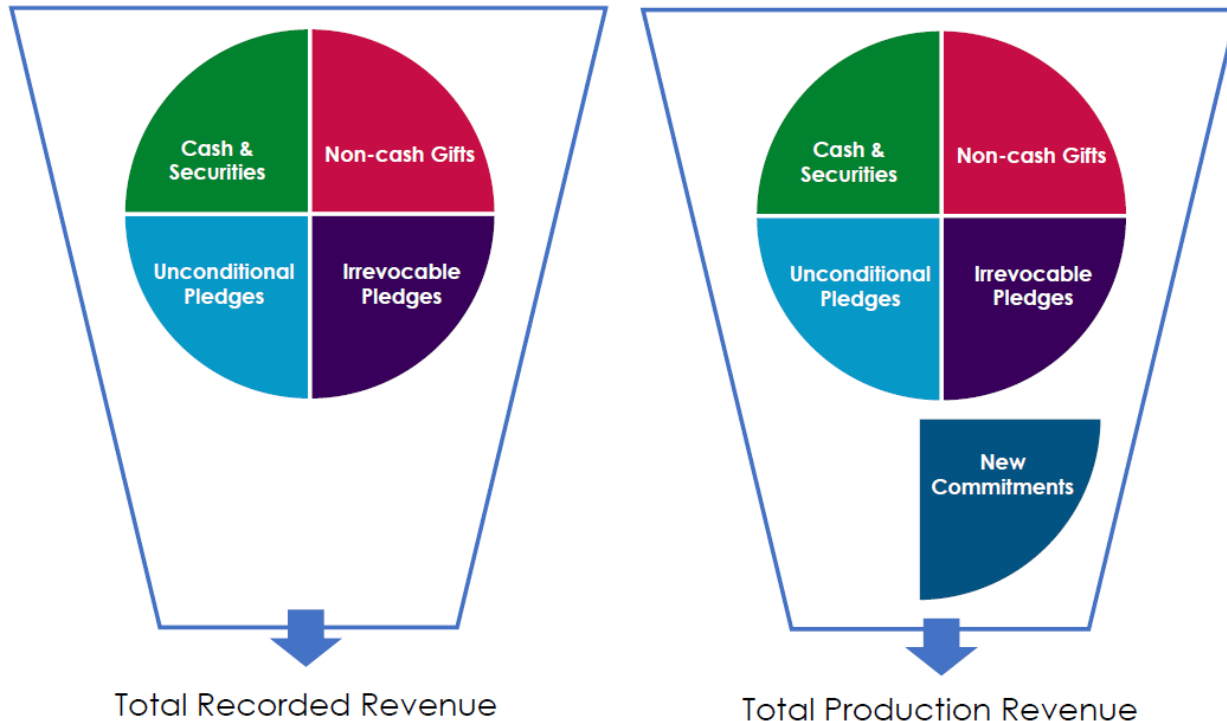


Production Revenue includes recorded revenue plus revocable, written deferred gifts that are not yet recordable per GAAP due to revocability and/or conditions on the gift (such as conditional pledges or revocable bequests) to allow the gift to be recorded for financial statement purposes.

Recorded Revenue includes all irrevocable outright and irrevocable written deferred gifts received during the reporting year made in any form, such as cash and securities, non-cash gifts such as personal and real property, unconditional pledges, or irrevocable bequests

5. Please provide the following information for [month of your data input]. Based on the country that you are providing data for, please enter your responses in either USD or CAD.

	Goal	Actual
Total Production Revenue		
Production Revenue from Major Gifts only		
Production Revenue from Annual Gifts only		



Major Gifts represent gifts from individuals valued at \$10,000 or greater. Do not include gifts from individuals that are valued at \$10,000 or more and made as part of a planned gift or in response to a special event, as these are reported as planned gifts or special event gifts.

Annual Gifts represent gifts of less than \$10,000 from individuals. Do not include gifts of less than \$10,000 from other donor constituency types (e.g., corporations, businesses, foundations, governmental agencies).

Tips for Success

- If you reporting at the system, if possible, please report your numbers as a **roll up for the entire system**. If you have questions about this, please contact us at research@ahp.org.
- Depending on the month that you are inputting data, please report data that was **only relevant to that month**. For example, if it is currently July 2020 and you are reporting data for June 2020, your data should only reflect your **financials from June 2020**.