

# Surplus Equipment Donation Program

## Frequently Asked Questions

### ***For Kaiser Permanente staff***

***Can I reserve items at the warehouse for myself or someone else if I am a Kaiser Permanente employee?***

No. All items sent to the warehouse are available first for possible re-use by Kaiser Permanente. If it is determined that Kaiser Permanente will not use an item (usually after 60 to 90 days), it is made available for donation to approved nonprofit organizations in the community on a first come, first served basis.

If an item is not donated, it is put up for auction to staff and the public. Auctions are held two to three times per year when space is needed at the warehouse.

***If I know something will be sent to the warehouse, can I just take it home? Or give it to a charity directly?***

No. The warehouse process is designed to account for Kaiser Permanente property and to track the value of supplies and equipment moving between departments and locations. Items marked for surplus still have value. Taking them home is considered theft.

***My charity is going overseas on a medical mission. Can we get donations of surplus items to take abroad?***

National Kaiser Permanente policy does not allow donations of goods, services, or funds outside our service area. Unfortunately, this includes charity work overseas.

### ***For community nonprofits***

***How many times can my nonprofit go to the warehouse for donations?***

Nonprofits that apply for donations from our warehouse are approved for a specific period and number of visits to receive donations. This information will be included in your terms and conditions letter.

***My group is not a 501(c)(3) or other qualified nonprofit. Can we get donations?***

No. Federal law prohibits us from making to organizations that do not fall under one of the IRS or state qualified charitable designations.

***Can my nonprofit sell donated items?***

No. Donated items are given with the understanding that no monetary benefit will be received from these donations. If items received from Kaiser Permanente are no longer needed, they may be donated to another qualified nonprofit.

***Can I just show up at the warehouse to look around?***

No. All visits to the warehouse must be coordinated with our warehouse staff. Details and instructions are included in the terms and conditions letter.

***Does Kaiser Permanente provide delivery?***

No. Please make arrangements for the pickup and delivery of donated items before visiting our warehouse.

***Who can go to the warehouse?***

Please limit the number of visitors to our warehouse to no more than three people at a time. Do not bring children.