



National Philanthropy Day®

2021 National Philanthropy Day Colorado COVID-19 Protocols

Dear NPD Colorado 2021 Guests:

We are excited to welcome you back to National Philanthropy Day (NPD) 2021 in the Sewall Ballroom at the Denver Performing Arts Complex this November. It is our top priority to keep our staff, partners, and guests safe at this event and minimize the risk of COVID-19. As a result, we're following safety protocols consistent with City and County of Denver requirements, with the hope that we will make NPD a comfortable and enjoyable experience for all.

As a committee, we are also taking additional precautions in line with what other event organizers have in place for events. All National Philanthropy Day guests will be required to present proof of either full vaccination or a negative COVID-19 test within 72 hours of the event, as well as confirm a lack of COVID-19 symptoms, including fever or chills, cough, shortness of breath, sore throat, nausea, etc., or having been in close contact with anyone confirmed to have tested positive for COVID-19. We ask that guests arrive 20-30 minutes early, if possible, to accommodate verification of these items.

Guests are encouraged to stay home if they aren't feeling well. Guests may transfer their seat to another person if they are unable to attend – 24 hours' notice required. The same COVID-19 protocols will apply to an alternate attendee.

Guests will indicate comfort level for interactions at registration to be included on nametags indicating their preference (red=please stay a safe distance, yellow=proceed with caution or green=open to a handshake or a hug).

All event staff will be required to wear masks throughout the event. Guests are asked to wear masks when not seated, eating, or drinking.

We are working with the venue to reduce registration bottlenecks and support social distancing from entry to the ballroom. If weather permits, registration will be held on the outdoor patio in front of the building.

We are reducing capacity from 80 to 60 tables with ample spacing to reduce density. In addition, the doors will remain open throughout the event to increase airflow. High-touch surfaces and common areas such as door handles, counters, and tables are being cleaned and disinfected regularly. Global Plasma Solutions' Needle Point Bipolar Ionization technology and a hospital grade filtration System has been installed at the venue to clean indoor air.

For guests who prefer to attend virtually, we will also host a live streaming option with a virtual component. More details will be available soon on the virtual option.

National Philanthropy Day may adjust COVID-19 protocols for this event up to and including the day of the event should public health guidance require it, including cancelling the in-person event. If the event must be cancelled, no refunds will be given.

