

Inclusion/Exclusion Guidelines **Helpline Center Community Calendars**

Inclusion:

Events on the Helpline Center Community Calendar(s), must meet the following criteria:

1. Organization generally is one that is listed in the Helpline Center Resource Database
2. The event must take place in South Dakota, or serve South Dakotans
3. The event must be open to the public
4. The event provides one, or more of the following:
 - a. Professional trainings / workshops
 - b. Mental health or substance use support / education
 - c. Helpline Center sponsored or associated
 - d. Food Resources (exclusive to the following cities: Rapid City, Sioux Falls)
5. The Connections Calendars will list events that are:
 - a. Monthly
 - b. Bi-monthly
 - c. Quarterly
 - d. Annually
 - e. Weekly
6. The event needs to be free, low cost or have scholarship opportunities

Exclusion:

The following events will not be allowed:

1. Any that deny entrance to event on the basis of race, religious beliefs, national origin, sexual orientation, gender identity/expression or that violates local, state, or federal laws or regulations.
2. Do not have an established address, phone, and/or consistently available contact person.
3. Serve members only, or a very narrow population (ex. civic/service club meetings)
4. Engage in fraudulent or illegal activities.
5. Misrepresent their event/services in any way.
6. Are not licensed (in areas where licensing standards exist).
7. Ones where the focus is selling products/fundraising/creating profit for a business or agency

Disclaimer:

The Helpline Center may exclude or remove events from its Community Calendars for any reason. Inclusion of events in the Calendar should in no way be construed to constitute an endorsement, nor should exclusion be construed to constitute disapproval. The information that appears in the Calendars was provided by the agencies and organizations. The Helpline Center makes no representation with respect to the completeness of the information. The Helpline Center reserves the right to edit information to meet format, guideline and space requirements.