

FREQUENTLY ASKED QUESTIONS ABOUT FUNDRAISING

What is Do-It-Yourself Fundraising?

Do-It-Yourself Fundraising is an opportunity to combine your commitment to One Love's mission with your passion for creating positive change in the world. It's a great way to get involved with One Love and you get to choose how and when you fundraise. As a volunteer, you come up with an idea that will appeal to your friends and family – a walk, a run, a bake sale, a party or a block party – the sky's the limit. Then you make it happen. One Love provides a peer-to-peer fundraising page and offers a toolkit with ideas, templates, and advice to make your fundraising event successful

I am on the Fundraising page on the website. What is the difference between all the different options and what should I choose?

The different fundraising options are grouped together based off some of our most popular fundraising ideas. They are broken down below:

- Run, Walk, Bike You can start a fundraising page for any endurance event you are participating in (Half, Marathon, Tri, 5K, Ironman, etc.)
- Activities for Team Sports Game Day Dedications, Sports Clinics, Tournaments, etc. You can do it through a team you are already a part of or organize your own!
- Yards for Yeardley Similar to an endurance event but use this option if you want to track your yards AND fundraise! You can participate in an already existing event or create your own.
- Dedicate Your Special Occasion Instead of gifts for a birthday, wedding, anniversary, start a fundraiser and ask your friends and family for donations in lieu of gifts.
- Create your own Create a fundraiser for any other type of event: Bar Night, Bingo Night, Game Board Night, Bake Sake whatever you think works best for you!

I am interested in starting an event in my community. Where do I begin?

If you have an idea and are ready to get started, register your fundraiser on the <u>website</u>. Just choose "Start Fundraising" under the fundraiser that matches your event and it will take you to the online fundraising website for that fundraiser. Click "Become A Fundraiser" in the top right corner to register and get your own fundraising page where you can start collecting donations!

I want to participate in a local endurance event. Can I still fundraise on behalf of One Love?

Yes, just register your fundraiser on the <u>website</u> under "Run, Walk, Or Bike" and follow the instructions for getting your friends and family to sponsor you. Want to do your own thing? Run your first marathon. Climb the nearest mountain. Ride your bike from coast-to-coast. It's up to you.

Is there a fee for registering my fundraising event?

No. You can register your event for free.

What if I need the One Love logo?

If you are looking for a logo to use for banners, flyers, signs, merchandise, etc. contact fundraising@joinonelove.org. Please contact us to approve any usage of the One Love logo and after it has been approved, you may begin to promote your fundraiser or purchase your merchandise.

How can I order One Love merchandise to use as a fundraising tool?

You can check out all of the awesome clothing and gear from the <u>One Love store</u> and purchase any One Love stickers, socks, warm-up shirts or other products that you would use to complete your game-day look or just to sell at your event! You should allot plenty of time for the merchandise to arrive as it does take some time to process and deliver from our store in California. If you prefer to use a local printer, please send One Love the proof for approval before you complete your purchase.

Who do I contact for One Love materials for my event?

As soon as you register your event, you will receive a fundraising starter kit. This kit will include all the information you need about One Love as well as sample promotional messages to make your fundraiser a success!

Where do I send in checks from my fundraiser?

Online donations may be accepted through your fundraising page. If you receive donations before or at your event, please fill out a Donation Form, collect the payments, and send them to One Love by one of the means below:

1. Mail any donations along with a **Donation Form** to:

One Love Foundation Attn: Community Fundraising PO Box 386 Bronxville, NY 10708

Checks should be made out to One Love Foundation with the name of your fundraiser on the Notes line.

Cash donations should be converted to a check or money order made payable to One Love Foundation and mailed to One Love.

2. Put cash donations toward your online fundraising page or Venmo @OneLoveFoundation (Please include the name of your fundraiser in the "What's it's for?" section on Venmo).

When do I send in my donations?

You can mail your donations to One Love any time before the event. All final donations must be sent no later than 30 days after your fundraiser.

My event date is saved! Do I need to secure my own permits?

Depending on your event's location, you will need to secure a permit in advance. More often than not, you will need a special event permit if one or more of the following apply: the event is held on

public property, the event is open to the general public (free or ticketed) and/or you anticipate more than 100 people attending. Be sure to check in with your venue or local municipality on the requirements.

What are the time and fee requirements for event permits?

These vary from location to location so check in with your venue or local government office on their regulations. In general, applications must be submitted at least 60 days prior to the event. Fees vary depending on the community/permit type.

Do I need to secure insurance for my event?

Every event is unique. The insurance requirement depends on the venue or geographic area you decide to host in. As the organizer, you are responsible for obtaining necessary insurance or liability coverage. Check in with your venue on their specific requirements and start your checklist. Several insurance vendors offer special event insurance policies to put your mind at ease and protect you, your guests, and your venue from accidents, unexpected damages and cancellation costs.

Will One Love reimburse me for the cost of my event expenses?

Unfortunately, One Love cannot reimburse you for any event or fundraising expenses. As the event organizer, you are responsible for costs, logistics, and marketing and promotion associated with your event. To keep your costs down, consider asking local businesses in your community for inkind donations or a sponsorship in exchange for advertising or event promotion.

What support does One Love offer for fundraising events?

While we wish we could attend every One Love fundraiser, that's not a possibility. Regardless, you should keep us posted on the details and send photos! You can also tag One Love in your social media posts so we can see your fundraiser.

How can I guarantee my donor's contributions to my fundraiser are tax-deductible?

One Love Foundation is a registered 501c3 non-profit organization. All donations that are made directly to us are tax deductible to the fullest extent allowed by law. Encourage all donors to contribute to your online fundraising page where donations are made directly to One Love and are therefore tax deductible. Those who make donations through this online fundraising page will receive an acknowledgement directly after the donation is processed which serves as documentation for tax purposes. Donors can also give you a check payable to One Love Foundation – you can mail the check with a Donation Form to One Love and we will apply it toward your community fundraiser.

What if a donor writes a check directly to me?

If you receive a check written to you, endorse the back of the check and write "Make payable to One Love Foundation". This way their cleared check will still qualify as a tax receipt for their donation. Any donors of \$200 or more will receive a tax acknowledgment letter directly from One Love.

I am seeking sponsors for my event to help me cover costs. Can they get a receipt for their donation?

If the sponsorship donation is made directly to One Love, the sponsor will be given a tax-deductible donation letter or email. However, One Love cannot use this donation to reimburse you for the costs of your event. If the sponsorship amount is given directly to you to help cover your expenses, we cannot issue a receipt.

Where does the money go?

By fundraising, you can help spread awareness about One Love and support the work being done to build healthier relationships. Your fundraising efforts help raise vital dollars that enable One Love to reach more students, parents, educators and communities with educational curricula about healthy and unhealthy relationships. Every dollar raised helps ensure that One Love can continue to provide education about healthy and unhealthy relationships at no cost to young people across the country. We know this education is changing and saving lives, and your support makes a real impact.

Please don't hesitate to reach out to <u>fundraising@joinonelove.org</u> if you have additional questions.