



2021

PARTICIPATION GUIDELINES, LIABILITY DISCLAIMER & ROLES

In order to participate in *GIVE 4 CUSTER COUNTY*, organizations must agree to the following information set forth by the Custer County Foundation:

- 1) The Participating organization confirms that their organization is not a corporate or private foundation, political organization, or a place of worship.
- 2) The Custer County Foundation is assessing NO fees itself to provide this program to the applicant organization.
- 3) The Custer County Foundation will be using Auction Systems as its technology partner for the *GIVE 4 CUSTER COUNTY* campaign. Auction Systems will charge a credit card transaction fee of 3.55%. Credit card transactions are secure, backed by a PCI Level 1 secure service provider certification. The credit card transaction fee will be deducted from the donation amount.
- 4) Approved organizations will receive a proportional share of the *Challenge Match Pool* of funds granted by the Custer County Foundation. The proportional share will be based on the total dollars raised by the individual participating organization in relation to total dollars raised by all participating organizations. Example: If the participating organization raises 3% of total funds raised by all participating organizations during *GIVE 4 CUSTER COUNTY*, it will share in 3% of the match pool.
- 5) *GIVE 4 CUSTER COUNTY* is a 24-hour giving day fundraising campaign. In order for donations to be counted for the program, donations **MUST** be made through (June 15 – July 15) or delivered in person to the Custer County Foundation office on July 15th. Checks need to be made payable to the Custer County Foundation. Donations made at any other time and/or by any other method may not be counted for the match pool and other prizes.
- 6) Participating organizations should promote the event to their own donors through methods of their choosing and may take advantage of the Custer County Foundation's promotional and marketing materials that are made available. Any paid promotional methods utilized by the participating organization are solely at that organization's discretion and expense.
- 7) The Custer County Foundation will promote *GIVE 4 CUSTER COUNTY* through its media partners and various websites and provide social media marketing kits and training to participating organizations.
- 8) By August 15, 2021, the Custer County Foundation will issue payment to participating organizations in the amount of total donations received on behalf of the participating organization, plus the organization's share of the prorated *Challenge Match Pool* and any other prizes.
- 9) Matching funds will be distributed for all donations up to \$25,000 per unique donor per nonprofit organization. If a donor gives more than one donation totaling \$25,000 to the same nonprofit, only \$25,000 will be matched.

Updated on 4/16/2021

Liability Disclaimer:

As the appointed representative, I hereby release the Custer County Foundation, GIVE 4 CUSTER COUNTY, and its affiliates, officers, board and employees, jointly and severally, from any claims for any loss or damage sustained while participating in GIVE 4 CUSTER COUNTY.

This disclaimer extends, applies to, and also covers and includes all unknown, unforeseen, unanticipated and unsuspected injuries, damages, losses and liability and the consequences thereof, as well as those now disclosed and known to exist. The provisions of any state, federal, local or territorial law that release such party from liability shall not extend or apply to claims, demands or damages which are unknown or unsuspected to exist at this time to the person executing such release.

This authority also extends to coordination of participation efforts and use of public content from this organization's websites for marketing purposes. It is further understood and agreed that said participation in GIVE 4 CUSTER COUNTY is not to be construed as an admission of any liability and/or acceptance of assumption of responsibility by the Custer County Foundation and its affiliates, officers, board, and employees, jointly and severally, or for any damages and expenses for which the Custer County Foundation and its affiliates, officers, board and employees become liable as a result of any alleged act of a GIVE 4 CUSTER COUNTY participant.

The Custer County Foundation reserves the right to disqualify any community benefit organization from participating in the event and/or receiving *Challenge Match Pool* dollars and prizes at any time before, during or after the event if, in its sole discretion, it believes that there has been a breach of these rules and/or deception on the part of the organization.

The Custer County Foundation can modify any restrictions or conditions if, in the sole judgment of the Board of Directors, such restriction or condition becomes unnecessary, incapable of fulfillment or inconsistent with charitable needs of the community. As such, the Custer County Foundation reserves the right to deny or condition the distribution of prizes and grants if, in the judgment of its Board of Directors, such restriction or condition becomes necessary.

The Foundation makes no warranties or representations as to the success of GIVE 4 CUSTER COUNTY or of any individual participant and in no way, directly or indirectly, guarantees any results or the amount of donations.

Roles and Guidelines:

Custer County Foundation's Role:

- Manage and oversee all aspects of the campaign.
- Create a common message and brand for the campaign.
- Provide training/information sessions to prepare nonprofits for GIVE 4 CUSTER COUNTY.
- Offer ongoing support to nonprofits through open office hours.
- Provide resources for nonprofits to strengthen their campaigns.
- Raise awareness in the community and generate media buzz about the event.
- Work with the local media and social media to get the word out.
- Use www.custercountyfoundation.org to spread the word about GIVE 4 CUSTER COUNTY.
- Acknowledge donations of \$250 or more with a receipt to the donor. All online donations will receive an automated donation acknowledgement.

Nonprofit Organization's Role:

- Register for GIVE 4 CUSTER COUNTY *by* May 15, 2021.
- Provide information to the Custer County Foundation about your organization to be used on the online giving platform.
- Use the resources provided by the Custer County Foundation to strengthen your campaign.
- Broadcast the campaign's message using your existing communication networks.
- Utilize the campaign's logo and message consistent with brand guidelines.
- Market this unique giving day to your existing donor base, as well as new prospects. Keep in mind this is a county wide effort and we don't want to overwhelm our local businesses with multiple asks. Please try to focus your ask to your existing donor base and individuals.
- Contribute to outreach events as necessary. Contribute to the campaign's success by committing staff time for outreach, especially on July 15.
- Send thank you notes/emails to your GIVE 4 CUSTER COUNTY donors after the event.
- Use at least 80% of the proceeds to benefit the Custer County area.
- (Optional) Find donors to create "Personal Campaigns" for your organization.

*The Custer County Foundation Board of Directors MUST approve all applications prior to participation in GIVE 4 CUSTER COUNTY. Applicants will be notified of their application status.

If you have any questions regarding these guidelines and disclaimers, please contact
Lindsay Cook custerfoundation@msn.com or 308-872-2232.



**2021
PARTICIPATION FORM**

Organization Name: _____

Primary Organization Contact: _____

Primary Contact Email: _____

Primary Contact Phone: _____

Secondary Organization Contact: _____

Secondary Contact Email: _____

Secondary Contact Phone: _____

****This is the address we will remit payment to****

Organization Address: _____

City, State, Zip: _____

What is your fundraising goal? _____

How do you plan to use the funds raised? (Funds may be used to meet operational needs): _____

Are you having an event? _____

If yes, please describe your event including DATE, TIME, LOCATION:

***By signing below, I agree that I have read and understand the guidelines, liability disclaimer, and roles.**

Signature: _____

Date: _____

Print Name: _____