

## **AWOL Outside Group Fundraising Policy**

AWOL welcomes the fundraising efforts of both secular and faith based groups wishing to host fundraising events on behalf of the organization. We are always excited when other groups express support for our organization by way of such activities. The following rules have been developed over time and stem from our past experience in dealing with such matters. The following rules will help to maintain a smooth relationship between AWOL and the many groups/individuals that support our mission.



*All outside fundraising must be approved by the Executive Director(ED) at least 4-weeks prior to the proposed event.*

- All outside group fundraisers must be respectful of the agencies mission of positive youth development.
- Permission to use the AWOL trademark and logo on event marketing material must be expressly approved in writing by the Executive Director prior to printing and distribution.
- It is AWOL's preference not to be included in fundraisers in which AWOL is not the sole beneficiary. Only under limited circumstances will these type of activities be allowed.
- AWOL also reserves the right to promote any and all AWOL programs and/or events at said fundraisers conducted by outside groups on our behalf.
- The outside group conducting any fundraisers with the expressed permission of AWOL assumes all liability for said event and is responsible for acquiring the appropriate City/County permits/licensee's and insurance coverage.
- Applications (see attached) will be reviewed within two weeks after being submitted, on a first-come, first-served basis.
- Fundraisers by outside groups should not conflict with AWOL's normal program operations.

## **Faith Based Group Fundraisers**

Fundraisers conducted by faith based groups must be cognizant of IRS rules which prohibit the organization from promoting and/or participating in any particular religion or "inherently religious" activities. AWOL participants come from a wealth of backgrounds and differing religious and cultural practices which we support and respect. This does not mean that we do not welcome the support of faith based groups. It simply means that we must work together to protect the non-profit status of AWOL while working with such groups.

## **Examples of what we CAN DO:**

- Accept a special collection (cash donation) from your church or church group.
- Attend as a special guest your church fundraising event on behalf of AWOL if our calender permits.
- Have our youth participate performers in exchange for an honorarium from your church or group.

**Examples of what we CAN NOT DO:**

- Send youth from AWOL to participate in your event without honorarium or donation.
- Promote your religious event through our website or newsletter or any other form of communication to youth enrolled in our program.
- Allow a representative from your church to proselytize to participants.

**ALL FUNDRAISERS INVOLVING OUTSIDE GROUPS MUST SUBMIT ALL FUNDS COLLECTED ON AWOL'S BEHALF WITHIN 48 HOURS OF THE EVENT. NO EXCEPTIONS.**

Please be advised that AWOL's average donation amount as a recipient or participant in such events range from a minimum of \$500-\$5000 dollars. When determining approval and placement of fundraisers on our calender estimated donation potential for your event will be considered. Due to our limited staff size, fundraisers which yield the highest cost-benefit ratio will be considered first.

The organization will accept the following forms of payments. Cash, company check, credit/debit card or money order maid payable to "AWOL *All Walks of Life, Inc.*"

**Questions about the application or process can be directed to:**

Lakesha Green, Executive Assistant

Office: 912-303-4987

kgreen@awolinc.org

**AWOL All Walks of Life, Inc.**  
**Outside Group Fundraising Request Form**

Please complete the entire form. Incomplete forms will not be accepted. Submission should be at least 4-weeks prior to your event. Please read all outside group fundraising policies prior to submission. Fax or email your application. Fax: 912-525-3160 , Email: djordan@awolinc.org

**COMPANY/GROUP DEMOGRAPHIC INFORMATION**

**Submission Date:** \_\_\_\_\_

Company/Group Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Zip Code: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Web URL: \_\_\_\_\_

Event Point of Contact: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Type of Organization/Group: (Check one)  Faith Based  Club/Association  Private Corporation   
Non-profit  School Based Group  Individual

**EVENT INFORMATION**

Event Name: \_\_\_\_\_

Event Date (s): \_\_\_\_\_ Location: \_\_\_\_\_

Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

Purpose of event and perceived benefit to AWOL:

\_\_\_\_\_  
\_\_\_\_\_

Describe the proposed event including event type (festival, car wash,ect.) and the estimated audience size:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Anticipated Amount to be raised: \$ \_\_\_\_\_

Estimated % or Amount to be donated to AWOL: \$ \_\_\_\_\_

**SIGNATURE**

I hereby attest that I have read AWOL Outside Group Fundraising policies and procedures document and commit to conducting an event in a manner that is respectful to the overall AWOL positive youth development mission that is inclusive of youth from all walks of life. I also agree to submit any and all funds raised on behalf of AWOL within the prescribed time frame. I also attest that I have acquired any necessary insurance and/or event permits necessary to conduct my event.

Signature of Company/Group Rep: x \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_