

DIY Fundraising Guidelines

ALS Northwest

Thank you for your interest in hosting a DIY fundraiser to benefit ALS Northwest.

These guidelines are designed to help you organize a successful event in accordance with our terms. Please contact us should you have any questions about hosting a DIY fundraiser.

The money raised will help ALS Northwest, a 501 (c) (3) nonprofit organization, fund its mission to serve and empower people with ALS through comprehensive care, advocacy, and advancing research towards new treatments and an end to ALS.

What we can do to help your event be a success:

- Literature about ALS and the ALS Northwest
- Chapter's EIN for in-kind donation procurement
- ALS Northwest Community Event banner (when available)
- Representative/ speaker from ALS Northwest (when available)
- Assistance in writing and submitting press releases.
- Support and guidance
- Event promoted on ALS Northwest staff Facebook page(s) and other social media.
- Use of the ALS logo on printed materials (pending ALS Northwest approval)
- Sample solicitation letters and sponsorship packages
- Thank you/ receipt letters for donors

ALS Northwest prohibits DIY fundraiser events from doing the following:

- Implying or stating that ALS Northwest is the host, sponsor or owner of your event.
- DIY fundraisers cannot provide acknowledgment letters for tax purposes on behalf of ALS Northwest.
- Implying endorsement of or endorsing the sale of any goods or services.
- Events requiring the acquisition, use or solicitation of ALS Northwest donors, vendors, partners, or employees.
- DIY Events cannot use professional fundraising organizations.
- Any aspect of an event that includes the promotion, support, or opposition of a political candidate.
- For any DIY event, ALS Northwest does not assume liability for your fundraisers planning, execution –including all promotion, sponsor solicitation, set-up, staffing (including volunteers) or the collection or management of funds.
- ALS Northwest cannot provide insurance coverage for DIY events.
- DIY events for ALS Northwest cannot involve gambling, drugs, hate speech, firearms, sexual content, or the over-indulgence or irresponsible consumption of alcohol.
- Any DIY fundraising event, activity or materials must align with the mission of ALS Northwest

As the Event Organizer you commit to and understand:

- Clearly state that the proceeds (or what percentage of the proceeds) of the event will benefit ALS Northwest.
- Agree that all funds raised for the event through the DIY online fundraising page will go fully to ALS Northwest directly.
- Be responsible for all expenses, insurance, liabilities, permits and advertising for the fundraising activity.
- All donations that need to receive acknowledgement from ALS Northwest must be made directly to ALS Northwest.
- If payments are made to the host, then they are not tax deductible.

You acknowledge that ALS Northwest will only serve as the benefitting party of your fundraising activity. Your actions are voluntary, and ALS Northwest has no contractual, supervisory, joint venture or other relationship that gives rise to any duties, benefits, liabilities, or other responsibilities. You agree to indemnify and hold ALS Northwest, including its respective employees and agents, harmless from and against any and all costs, losses or expenses, including reasonable attorney fees, that it may incur by reason of any claim or suit arising in respect to the DIY fundraiser.