Columbus Buddy Walk®
National Down Syndrome Society®
Educate | Advocate | Celebrate
Fundraising Toolkit
WELCOME!

The 2023 Columbus Buddy Walk® is just around the corner and we couldn’t be more thrilled to have your team on board! We can’t wait for you to be a part of the festivities on Sunday, October 1, 2023 at Fortress Obetz!

Whether you’re a seasoned veteran or a first-time walker, we want to make sure you’re well-prepared for the event and have all the tools you need to reach your fundraising goals. That’s why we’ve designed a special toolkit just for you.

One of the first things we encourage you to do is customize your team page. Add a photo of your loved one with Down syndrome and share your story to help spread awareness for this great cause. Once you’ve done that, you can invite your friends and family to join your team or donate to the Columbus Buddy Walk® through text messages, emails, and social media posts. This team captain toolkit includes a variety of ideas on how to do this effectively.

You can access all of these helpful resources through the Team Captain Corner on the Columbus Buddy Walk website at www.columbusbuddywalk.org.

If you have any questions along the way, don’t hesitate to contact me by phone or email. To make sure you receive all important updates and information leading up to the event, please add my email address (ebrillhart@dsaco.net) to your contacts.

We can’t wait to see you and your team on October 1st!

Evanthia Brillhart
Director of Marketing & Events
Down Syndrome Association of Central Ohio (DSACO)
About DSACO

The Down Syndrome Association of Central Ohio (DSACO) exists to support families, promote community involvement, and encourage a lifetime of opportunities for people with Down syndrome. We believe this can be achieved by providing families and individuals living with Down syndrome with meaningful, convenient, and unique opportunities to discover independence and to celebrate their achievements.

At the heart of our mission is a commitment to support the Down syndrome community, which we consider our diverse and dynamic family. Our goal is to empower individuals with Down syndrome by offering a comprehensive range of programs and resources tailored to meet their unique and evolving needs. By working together, we can create a brighter future for everyone in the community.

HOW ARE YOU MAKING A DIFFERENCE?

DSACO has experienced substantial growth thanks to the increase in funds raised through our fundraising initiatives, including the highly successful Columbus Buddy Walk®. As a result of these efforts, DSACO is now able to:

SERVE MORE FAMILIES THAN EVER BEFORE
Through our Diversity Outreach program, DSACO is working to ensure that individuals with Down syndrome from diverse backgrounds have access to the support and resources they need. With funding from the Columbus Buddy Walk & other initiatives, DSACO can help individuals from all backgrounds feel included and valued.

EXPAND OUR PROGRAMS
DSACO has launched various programs to address systemic gaps and meet the evolving needs of its families. Funds raised through the Columbus Buddy Walk have allowed these programs to support more families, including Learning Aid Ohio, Adult Literacy, Community Access Funds, and Family Outreach Events.

INCREASE AWARENESS
DSACO is committed to increasing awareness in the community. By doing so, we can better serve families that may not be aware of our offerings and help families overcome barriers they may face. The dollars raised through the Columbus Buddy Walk enable DSACO to achieve these goals and better serve families throughout our 23-county service area.

To learn more about the impact you’re making, please visit www.dsaco.net.
Event Details

Sunday, October 1, 2023 | 9AM - 2 PM
Fortress Obetz
2015 Recreation Trail, Obetz OH 43207

We have so many fun activities planned for this year! Below is some information you may find helpful if this is your first time attending the event.

TAILGATING: WHAT TO BRING?

Here are some suggestions to bring with you, if you are planning to set-up a tailgate:

» TENT/TABLES/CHAIRS - it’s nice to have a “home base” during the event - most teams set-up 10 X 10 pop-up tent(s) with folding tables and chairs. Ask team members to bring camp chairs with them to the event, too!

» COOLER WITH DRINKS

» BANNER OR SIGNS that let people know who you are! These can be printed (Staples, FedEx, UPS all have printing services) or handmade - but it’s nice to let other attendees and your own team members find you easily!

» KIDS ACTIVITIES - This is absolutely not necessary, but if you’re team has a lot of kids - it may be nice to have some items they can play with at your tailgate - a lot of teams bring games like corn hole, yard jenga, a football for catch or frisbee. If kids are younger, ideas could be legos, bubbles, sensory bins, trucks, etc.

» FOOD - Many team captains provide a breakfast option or snack items for their team members and will bring items like bagels, donuts, coffee travelers, bags of chips/pretzels, etc. Please know, that you do not have to provide anything, if you don’t want to - DSACO has a lot of food options at the event!

Event Day Timeline (Tentative):

» 7:00 AM | Tailgate Parking Lot opens up to start setting up - please do not arrive prior to 7:00 AM

» 8:30 AM | All cars must be taken out of the tailgate parking lot - cars will not be allowed back into the tailgating lot until 1:30 PM.

» 9:00 AM | Registration & T-Shirt Pick Up booths open up - if you register prior to the event and pick up your t-shirts on T-Shirt Pick Up Day, you DO NOT have to visit either booth

» 10:00 AM | Opening Ceremonies

» 10:30 AM | Walk Begins

» 12:00 PM | Closing Ceremonies

» 2:00 PM | Event Ends

Traffic & Parking:
We anticipate an attendance of 10,000 -12,000 people, traffic is to be expected. We will have Obetz police available to help direct traffic as you exit I-270 S. We also have contracted a parking company to assist with efficient parking in the complex. Please be patient and arrive early if traffic is a concern to you!
Items to Keep in Mind:

» POSTERS/SIGNS - Help us line the Walk Route with posters & signs for your team! Teams are invited to bring posters/signs/banners/yard signs to be set-up along the Walk Route. Prior to the walk, teams can drop signs off at the DSACO office during T-Shirt Pick Up. If you forget or your signs are not ready in time, don’t worry you can bring signs to the event and drop them off outside the main gate of the venue until 9:30 AM. Once the Walk is completed ~12PM, DSACO will have volunteers take everything down and set it outside the main gate for pick up. Signs that are left at the event will be thrown away/recycled.

» ON-SITE ACTIVITIES - DSACO and the Columbus Buddy Walk Committee work really hard to confirm fun activities to have on-site during the event. Here are some things we featured at the 2022 Columbus Buddy Walk and hope to have return for 2023:
  • Super Heroes and Princess Characters
  • Inflatables & Bounce Houses
  • Toddler Area featuring a Soft Play Ball Pit (for ages 5 and under)
  • Balloon Twisters
  • Airbrush Tattoos
  • Touch A Truck
  • Hair Braiding
  • Pumpkin Painting

» SENSORY ROOM - Our sensory room was such a hit last year that we will continue to host the Sensory Room at the event for our friends that need a quick break from the crowd/loud music. Ear plugs, fidgets, puzzles & soft surfaces will be available inside the Sensory Room.

» FOOD TRUCKS/VENDORS- DSACO typically arranges multiple food trucks/vendors to be on-site the day of the event. These trucks/vendors have agreed to give back a percentage of the day’s sales to DSACO as a donation! Find out a listing of trucks as we get closer to the event under “Walk Day Information” on the website!
FUNDRAISING INCENTIVE DEADLINE/T-SHIRT GUARANTEE DEADLINE is the day where we look at fundraising totals and provide certain incentives off these numbers. This is also the day that we submit our final t-shirt order to the printer, thus this is the last day we can guarantee a t-shirt size with registrations. We always order excess t-shirts, but we just cannot guarantee the t-shirt size will be available.

REVAMPED FUNDRAISING INCENTIVES ARE ON THE WAY! We are putting some thought into our incentive levels this year and are in the process of restructuring them. Stay tuned! New incentive levels will be hitting your inbox soon!

FUNDRAISING INCENTIVES:
By challenging our community to aim high in their fundraising efforts, we are able to better provide a variety of information, education, support and assistance to individuals with Down syndrome and their families in 23 Ohio counties. As a direct result of your fundraising efforts, DSACO has been able to develop new programs that fill systemic gaps, like our Learning Aid Ohio program and Adult Literacy Pilot program, provide financial assistance to families in need, provide hospital care packages to people with Down syndrome experiencing extended stays, and much more! Every dollar raised impacts a life.

Please note that most fundraising incentives are donated by local community partners and that very little out-of-pocket expense is contributed to these incentives.
Fundraising 101

We are so thrilled that you have decided to fundraise for the Down Syndrome Association of Central Ohio (DSACO), on behalf of your Columbus Buddy Walk® team! DSACO depends on donations and fundraisers to do everything we do. It is only through the generosity of many individuals, corporations, and grants that DSACO is able to provide a full spectrum of opportunities — quality programs, valuable services, and robust resources — for people with Down syndrome and their families. We need your help!

We have pulled together a quick four-step method to assist you in your fundraising.

STEP ONE: PLAN
Before you begin fundraising, we suggest creating a plan for your fundraising efforts. We understand that fundraising may look different this year and want to help you the best we can, so please reach out if you are looking for ideas! We want you to be successful with your fundraising!

Build your network! Think about a list of people or businesses who might donate to your efforts this year. We recommend starting with:

» Friends and families
» Current or former colleagues and classmates
» Neighbors
» Church/Religious network
» Local businesses your family frequents (restaurants, retail stores, etc.)
» Social media connections

STEP TWO: TELL YOUR STORY
We encourage you to tell your story. Your child or the person who inspired you to create a team for the Columbus Buddy Walk is a great start to your story. The questions below can help you practice your story:

» Why do you participate in the Columbus Buddy Walk?
» How have the funds raised by the Columbus Buddy Walk helped your family? (How has certain programming impacted you and your child? Have you attended any of DSACO’s numerous resource and activity groups?)
» What are your child’s goals for this year? How can the funds you raise help your child reach these goals?
» How has Down syndrome impacted your life and why do you believe it’s important to raise money for DSACO?

Tell your story in creative ways - post photos or videos on social media outlets and encourage people to support your fundraising efforts.

STEP THREE: REMINDING YOUR NETWORK
We understand that reminding your networks about your fundraising can be difficult given how long the Buddy Walk fundraising season is. We suggest using stories of your child to promote your fundraising efforts throughout the year. Sending out notes to remind your network about a milestone your child has reached, can also be a great way to solicit for additional donations at different times of the year. The more personal you make it, the better!

STEP FOUR: THANKING YOUR DONORS
Don’t forget to thank all those people who supported your family this year. The Columbus Buddy Walk website makes it easy to download your donor report with addresses, so you can send a quick, but heartfelt thank you note. In previous years, team captains have found value in sending out photos from the event to thank donors.
Fundraising 101

FUNDRAISING MILESTONES
Fundraising for the Columbus Buddy Walk® should be fun and fulfilling for your whole family, not stressful! Give yourself plenty of time to fundraise by registering your team early!

YOUR BUDDY’S BIRTHDAY: Consider asking for donations to your team’s fundraising goal in lieu of birthday gifts this year.

YOUR BIRTHDAY/FACEBOOK FUNDRAISER: Consider creating a Facebook fundraiser around the time of your birthday to raise money for your Buddy Walk team! We just ask that in the title of your fundraiser you mention the team name (i.e.: Susie’s Birthday Fundraiser for Team Ella Grow Strong). This helps us easily distinguish which donations go to which fundraiser/Buddy Walk team when the large sum Facebook reports get pulled twice a month. The Stride tool makes it very easy to connect a fundraiser from your team page to your Facebook page!

SPRING CLEANING: Before the summer heat kicks in, pick a weekend morning to sell those old clothes and forgotten treasures sitting around your home. You can even sell items on Facebook Marketplace and donate the proceeds to your Buddy Walk team!

EVERYONE LOVES A GOOD COMPETITION: Reach out to a fellow team captain or even your spouse, and tell your friends and family that you’re doing a competition to see who can raise the most money. The winner could get to pie the other in the face, or dump a bucket of cold water on the other, etc.

SAMPLE FUNDRAISING PLAN

$100 RAISED  Ten $10 individual donations from your first fundraising solicitation & social media posts

$200 RAISED  Donations through a Facebook Fundraiser you can activate from your Team Page

$75 RAISED  Visit a local restaurant your family dines at and ask about a Dine & Donate opportunity, invite friends and family to visit on the agreed upon day and a portion (usually 15-20%) of their purchase gets donated back to your team

$300 RAISED  Host a Garage Sale and the money you make can be donated to your Buddy Walk team. Often people are willing to pay more for items if they know the money is being donated!

$210 RAISED  Registration dollars from 10 team members who joined your Buddy Walk team

$200 RAISED  Ten $20 donations in honor of your child’s birthday

TOTAL:  $1,085
$85 over the $1,000 Blue Tailgate Incentive Level
Fundraising 101

We encourage you to choose some creative ways to fundraise for your team, aside from soliciting donations through letters and social media. Think outside the box! We’ve pulled together some FUN Fundraising Ideas that we’ve seen and LOVED!

**SIMPLE FUNDRAISING IDEAS:**

» Encourage your friends/family/network to register to walk with you! For every person that registers to walk, their $21 fee goes towards your fundraising total. Plus, within the registration process, you can add an additional donation to your cart.

» Encourage all teammates to contact their HR director to find out how their company handles company matching gifts and encourage them to get their contributions matched.

» Think of ways you can assist people in your neighborhood or network to raise money, such as mowing lawns, picking up groceries, helping with yard work, etc.

» Include information in company newsletters, intranets and bulletin boards - DSACO has templates in Canva you can use!

» Host a T-Shirt Fundraiser, work with a company that will help you design a team t-shirt and then funnel the sales through their site. Typically, these companies only take the cost of each t-shirt and the rest of the sales are donated to your team (we like companies like Bonfire, Custom Ink, etc.)

» Host a birthday fundraiser on Facebook - be sure to include your Buddy Walk team name so we can apply it to your fundraising total.

**IDEAS THAT REQUIRE SOME WORK:**

» **Have a consultant party** (ex. Pampered Chef, Color Street, Thirty-One Gifts, etc.) and have a portion of the proceeds go to your team. These can be done 100% online and virtually! There are numerous DSACO Moms who are consultants for many of these businesses and who are always willing to assist!

» **Have an Online Raffle!** Ask friends and local businesses to donate items and services that can be auctioned or raffled off for donations, even look through your home to see if you have any unopened gifts that you would be willing to part with and use for online raffles/auctions!

» **Have a Garage Sale!** That’s right - just pull together the items you’re looking to sell and post photos within Facebook Marketplace or a Facebook event and collect donations for the items and enforce porch pickups for the items, if you don’t feel comfortable having an actual garage sale. You can even have “thank you” cards printed and include one with each pick up to further spread awareness!

» **Host a bracket competition or “squares” for an upcoming sporting event** - ask friends and family to “buy-in” and the winner of the bracket or competition can split the pot with your Buddy Walk team. Many teams do this for the Superbowl, March Madness Tournament, or golf events.
Sponsorship Opportunities

A LOT OF EFFORT, BIG PAYOFF IDEAS:

- Look for sponsors for the event - sponsorship packages are found below or can be downloaded from the Columbus Buddy Walk® website - these sponsorships will count towards your team’s fundraising goal.

2023 COLUMBUS BUDDY WALK SPONSORSHIP OPPORTUNITIES:

Sponsorships can be invoiced or paid via credit card directly on the Columbus Buddy Walk website. Please visit the tab “Sponsors” to pay via credit card or contact DSACO to request an invoice.

<table>
<thead>
<tr>
<th>Sponsorship Level</th>
<th>Name/Logo placement on Official Columbus Buddy Walk T-Shirts *Deadline is Aug. 1</th>
<th>Logo placement on Columbus Buddy Walk Website (columbusbuddywalk.org)</th>
<th>Complimentary Registrations to participate in event (T-shirt Sizes only guaranteed until Sept. 1)</th>
<th>Logo/Name placement on print marketing materials *Deadline is August 1</th>
<th>On-Site Activation/Engagement Opportunity *Expected Attendance is 10,000+ attendees</th>
</tr>
</thead>
<tbody>
<tr>
<td>PRESENTING $50,000</td>
<td>Logo</td>
<td>40</td>
<td>Logo*</td>
<td>40</td>
<td>10</td>
</tr>
<tr>
<td>PLATINUM $30,000</td>
<td>Logo</td>
<td>30</td>
<td>Logo</td>
<td>30</td>
<td>20</td>
</tr>
<tr>
<td>GOLD $10,000</td>
<td>Logo</td>
<td>20</td>
<td>Logo</td>
<td>20</td>
<td>15</td>
</tr>
<tr>
<td>SILVER $7,500</td>
<td>Logo</td>
<td>15</td>
<td>Logo</td>
<td>15</td>
<td>10</td>
</tr>
<tr>
<td>BRONZE $5,000</td>
<td>Logo</td>
<td>10</td>
<td>Name</td>
<td>10</td>
<td>5</td>
</tr>
<tr>
<td>BLUE $3,500</td>
<td>Name</td>
<td>5</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>FRIEND $750</td>
<td>Name</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>

*Recognition for Presenting Sponsor includes any promotions from our media partnerships, including but not limited to radio ads, TV ads, billboard ads, and newspaper ads.

If you have any questions regarding the sponsorship opportunities for the 2023 Columbus Buddy Walk®, please feel free to contact Evanthia Brillhart, Director of Marketing & Events, at ebrillhart@dsaco.net.

PRINT DEADLINES:

Inclusion on print marketing materials: July 1, 2023
Inclusion on t-shirts: August 1, 2023
Once you’ve started putting your social networking skills to use, don’t forget about your social media skills! Consider using Facebook, Instagram, TikTok, Twitter, LinkedIn, Snapchat, YouTube, a blog, or any platform when prepping and participating in the Columbus Buddy Walk®. These are great channels to recognize your donors and team members, ask for donations, and share your story!

**Social Media Tips**

**SOCIAL MEDIA BEST PRACTICES**

- Share your story
- Use one of our social media graphic templates to bring awareness to your team
- Use emojis & photos/videos when posting
- Tag DSACO in your posts - we love seeing what you’re up to and we might re-share your posts (with your permission!)
- Share a video about a DSACO program that has meant a lot to your family that friends or family could help support with a donation to your Buddy Walk team
- Share your team page link in all your posts regularly
- Add your team page link in your social media bios so people can easily access it

**BUDDY WALK SOCIAL MEDIA ASSETS AVAILABLE!**

Check out the Team Captain Tab on the Columbus Buddy Walk website to access the assets available!
**Frequently Asked Questions**

**WHAT IS THE REGISTRATION FEE?**
» The registration fee is $21 per person of which $10 is tax deductible. Your registration fee includes an official 2023 commemorative Columbus Buddy Walk® t-shirt. **People with Down syndrome have FREE registration**, but must still register, in order to receive a t-shirt! Only those registered will receive a t-shirt.

» If the registration fee will cause a hardship for your family, please contact DSACO at info@dsaco.net to inquire about financial assistance opportunities. Only DSACO families may request these funds.

**SHOULD I REGISTER MY KIDS?**
» Yes, please register everyone who will be attending (even toddlers in strollers). This helps us plan for the day of the event, plus only those who register receive t-shirts (we offer t-shirt sizes ranging from 6-month onesies to 4XL).

**I HAVE A FAMILY MEMBER WHO WANTS TO JOIN MY TEAM BUT MAY NOT BE ABLE TO ATTEND THE WALK. CAN THEY STILL JOIN MY TEAM?**
» Yes, family members can still support you by joining your team and fundraising as a team member even if they are unable to attend the event. Please keep in mind, only people who REGISTER will receive t-shirts. Donations do not come with a t-shirt.

**WHAT IS THE CUT-OFF TO JOIN A TEAM?**
» You can register online up until Friday, September 29, 2023 at noon. And, you can even register at the event, but we encourage everyone to register before September 1, 2023 to give us a good headcount so that we can plan for a better event. Registrants after the September 1, 2023 deadline are not guaranteed an event t-shirt.

**SOME OF MY FAMILY WOULD LIKE TO COME, BUT NOT WALK. DO THEY NEED TO REGISTER?**
» We encourage every participant to register by September 1, 2023. If they would like an event t-shirt, they MUST register. T-shirts may not be available the day of the walk. Only those who register and pay the registration fee ON or BEFORE September 1 will be guaranteed a t-shirt.

**SOMEONE DONATED TO MY TEAM, BUT MEANT TO REGISTER FOR THE WALK, WHAT SHOULD THEY DO?**
» Everyone must complete the registration process online. If a donation was made and now someone can attend the walk, we will require them to complete the registration process online and pay the $21 registration fee to receive a t-shirt. Although all donations are very generous, donors will NOT receive an event t-shirt unless they register for the event. If you have someone who would like their donation made into a registration fee, please contact Tech Support at support@ds-connex.org.

**IF I AM REGISTERED, DO I NEED TO DO ANYTHING ELSE TO BE PRE-REGISTERED?**
» No, if you are already registered online, you are all set.

**ARE DONATIONS TAX DEDUCTIBLE?**
» Your gift is tax deductible to the fullest extent allowed by the law. The Down Syndrome Association of Central Ohio is a registered 501(c)3 organization. Our tax ID number is 31-1126185.
WHERE DO I GET A DONATION TRACKING FORM?
» A donation tracking form is enclosed in this packet, you may also print additional donation forms from the Team Captain’s Corner on the Columbus Buddy Walk® website.

WHO SHOULD COLUMBUS BUDDY WALK CHECKS BE MADE PAYABLE TO?
» For tax purposes, please make checks payable to the Down Syndrome Association of Central Ohio or DSACO. Checks should not be written to Buddy Walk teams, team captains or individual participants.

DO I HAVE TO SEND IN MY DONATIONS? CAN I CONTINUE TO COLLECT DONATIONS AFTER THE WALK? WHAT IF MY DONORS DON’T WANT TO DONATE ONLINE? WHERE DO I SEND THE CHECKS?
» Please mail in or bring donations to the DSACO office as soon as you can to the address below. You may enter your donations on your Team Fundraising Page before sending them - once DSACO receives your checks, we can approve your submissions. Your donations must be to DSACO before or on October 31, 2023.

Down Syndrome Association of Central Ohio
INSERT BUDDY WALK TEAM NAME
510 East North Broadway, Suite 401
Columbus, OH 43214

HOW LONG WILL IT TAKE BEFORE THE CHECKS I MAILED SHOW UP ON MY PAGE?
» Team Captains are able to enter their own check(s) on their team page, these will show up along the Donation column, but will not impact the fundraising total until the check(s) are received by DSACO and approved. Please allow four weeks for your donations to be deposited, processed and approved by DSACO.

CAN I ENTER DONATIONS RECEIVED VIA CHECK TO MY WEBPAGE?
» Yes, you may enter donations received via cash or check on your team’s webpage. All cash/check donations must be sent in and approved by DSACO by September 1, 2023 in order to be considered for team incentives. Please send all donations directly to:

Down Syndrome Association of Central Ohio
INSERT BUDDY WALK TEAM NAME
510 East North Broadway, Suite 401
Columbus, OH 43214

WHAT IF PEOPLE WANT TO GIVE ME CASH?
» It is safest and best for record-keeping that you convert all cash received to a check or money order. If you are able, the safest option is to send a personal check covering the full amount, along with the corresponding donation forms to the Down Syndrome Association of Central Ohio. We will be able to credit your friends and family for their generosity. If this is not possible, you can always bring the cash donations and appropriate donation forms to the DSACO office or the Columbus Buddy Walk® and turn it in at Registration.

HOW WILL MY DONATION TO THE DOWN SYNDROME ASSOCIATION OF CENTRAL OHIO APPEAR ON MY CREDIT CARD STATEMENT?
» Depending on the credit card, it might be listed as Down Syndrome Ass.; Down Syndrome Association of Central Ohio; Down Syndrome Central Columbus; or Authorize.net.
I THINK MY COMPANY MATCHES. HOW DO I GET THIS STARTED?

» Every company handles its own matching gift program differently. Please contact your company’s Human Resources department for instructions on how to double your fundraising efforts through matching gifts. Please be aware that some matching gifts can take up to six months to receive, so please plan accordingly.

WHERE DO I SEND MY MATCHING GIFT FORM?

» You can send your matching gift form to:

Down Syndrome Association of Central Ohio
INSERT BUDDY WALK TEAM NAME
510 East North Broadway, Suite 401
Columbus, OH 43214

I SUBMITTED A FORM FOR MATCHING GIFTS BUT DO NOT SEE THE DONATION ON MY PAGE. WHERE IS IT?

» The Down Syndrome Association of Central Ohio cannot post a matching gift until the corporation involved approves it. Unfortunately, corporations match gifts on a different timetable during the year. If you have questions regarding your matching gift, please contact your company to see if the donation has indeed been matched. If it has, please contact DSACO at (614) 263-6020, and we will do everything we can to ensure that the donation appears on your page.
Permission to Fundraise

The below form may be downloaded and printed directly from the Columbus Buddy Walk® website. Some businesses or organizations may ask you to show this as you begin fundraising for your team. Complete the form and print out a few copies so you have some to spare. You may also need to show DSACO’s 501(c)3 status letter, this can be downloaded from www.columbusbuddywalk.org.

We encourage you to ask local businesses to support your Columbus Buddy Walk team, through in-kind donations or monetary contributions. We do ask that you refrain from engaging in corporate businesses that DSACO approaches for event sponsorships. If you are unsure of these corporate businesses, please contact Evanthia Brillhart, Director of Marketing and Events, at ebrillhart@dsaco.net to confirm before reaching out.

---

Permission to Fundraise on behalf of the Down Syndrome Association of Central Ohio

This document gives_______________ permission to serve as an “agent” to solicit donations on behalf of the Down Syndrome Association of Central Ohio in conjunction with their event the Columbus Buddy Walk® held on Sunday, October 1, 2023 at Fortress Obetz.

The Down Syndrome Association of Central Ohio is a 501(c)(3) organization with the tax ID of 31-1126185; you may request a W-9 from our office at 614-263-6020.

PROHIBITED FUNDRAISING PRACTICES
The policies of the Down Syndrome Association of Central Ohio prohibit the following solicitation practices:
» Use of the Down Syndrome Association of Central Ohio or Columbus Buddy Walk® name at the direct point-of-purchase sale of alcoholic or tobacco products.
» Use of the Down Syndrome Association of Central Ohio or Columbus Buddy Walk® name in relation to any business activity that cannot guarantee full accounting for funds generated, such as vending machines and candy boxes.
» Customer prospect campaigns conducted by independent contractors.
» Promotions to attract new patients to any form of medical treatment.
» Promotions related to the delivery of professional services.

DOWN SYNDROME ASSOCIATION OF CENTRAL OHIO’S MISSION STATEMENT
To support families, promote community involvement and encourage a lifetime opportunities for people with Down syndrome.

DOWN SYNDROME ASSOCIATION OF CENTRAL OHIO’S VISION STATEMENT
For people with Down syndrome to achieve their fullest potential in an accepting and inclusive community.
Volunteer Opportunities

Volunteering at the Columbus Buddy Walk is a great way to give back to the community and make a positive impact in the lives of people with Down syndrome and their families. By volunteering, you can help to ensure that the event runs smoothly and that everyone has a fun and enjoyable experience. You can also meet new people, build relationships, and learn more about Down syndrome. Volunteering at the Columbus Buddy Walk is a rewarding experience that allows you to make a difference and promote inclusion and acceptance in the community.

WHAT KIND OF VOLUNTEER OPPORTUNITIES ARE AVAILABLE?
There are various volunteer opportunities available including registration, set-up, tear-down, games & activities, handing out medals, and helping with t-shirt pick up.

DO I NEED ANY SPECIAL SKILLS TO VOLUNTEER?
No, you do not need any special skills to volunteer. We provide instructions for all volunteers, and we welcome all abilities and backgrounds.

HOW LONG IS THE VOLUNTEER COMMITMENT?
The volunteer commitment varies depending on the shift you sign up for, but shifts can range from 2 - 4 hours.

CAN I VOLUNTEER WITH FRIENDS OR FAMILY MEMBERS?
Yes, we encourage volunteers to bring friends and family members. Just make sure that each person signs up individually so we can have an accurate count of our volunteer team and provide enough volunteer t-shirts.

IS THERE AN AGE REQUIREMENT FOR VOLUNTEERS?
Volunteers must be at least 16 years old, or 14-15 years old if accompanied by an adult.

WHAT SHOULD I WEAR WHEN VOLUNTEERING?
We recommend wearing comfortable, weather-appropriate clothing and comfortable shoes. Volunteers will receive a t-shirt to wear during the event.

WILL I RECEIVE COMMUNITY SERVICE HOURS FOR VOLUNTEERING?
Yes, we are happy to sign off on community service hours for volunteers who need them.

If you have any other questions or concerns about volunteering at the Columbus Buddy Walk, please feel free to contact us. We appreciate your interest and support!

To sign-up, please visit www.columbusbuddywalk.org.
**Columbus Buddy Walk® donation Tracking Form:**

Use this form to track and collect donations you receive to support your Buddy Walk® team. To ensure that the funds you raise are credited to your team, please include the name of your team and your team captain’s name. This form, along with your donations, must be received by DSACO by September 1, 2023 for funds to qualify for t-shirt customization and other incentives. Columbus Buddy Walk® donations will be accepted through October 31, 2023.

*Many employers match their employee's charitable donations. Check with your employer to see if your contribution will be matched.*

Your Name/Walker Name:__________________________________________________________________________________________________________________

Team Name: ___________________________________________________ Team Captain’s Name: ___________________________________________________

<table>
<thead>
<tr>
<th>CONTRIBUTOR’S NAME</th>
<th>PHONE</th>
<th>EMAIL ADDRESS</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>11.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>12.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>13.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>14.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>15.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>16.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>17.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>18.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>20.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL** $