



EVENTS QUESTIONS & ANSWERS

- Will someone help me get started?

Yes, email events@allysonwhitney.org to help get you started to host (organize) a worthwhile event with the proceeds to benefit the Allyson Whitney Foundation, to support young adults with rare cancers patient funds for medical/living expenses. You will get a form to fill out about your event and once reviewed, our volunteer coordinator will be in touch to give you an approval and a code for your donation.

- Will I be reimbursed for the costs of my event?

We are not able to reimburse a fundraiser for event expenses. We do suggest you find a local sponsor(s) to help with the costs of the event. For their business donation, they can receive community based advertising. You can deduct any of your costs from the proceeds of the event.

- Can you send anything for my event?

Yes, we can send you information brochures or postcards to give to your donors and sponsors. We may have giveaway merchandise as well for your event (depending on the event & amount).

- Can I accept donations under my own event name?

To accept any donations for your event in the name of that event other than your legal name, you can file for a "Doing Business As" (DBA) name. Rules and registration for DBAs vary state by state; please check with your local government agency for information.

- Can I collect donations online for my event?

Yes, we suggest using the Crowdrise website- You may create your own fundraising page and funds will go directly into our account. Your donor will get an immediate receipt for their tax records. You can also use an Eventbrite page, one of our coordinators would help you set it up for online tickets.

- Who should I make the check out to?

Please make all checks payable to: Allyson Whitney Foundation, Inc.

- Where do I mail donation checks?

Allyson Whitney Foundation, Inc.

Events Coordinator

PO Box 586 Rock Hill, New York 12775

- How do you know the donation is from me?

Please make sure all checks from your event have the code on them that we provided you or attach the donation form to the check. Don't forget your spreadsheet included with your donation stating how much each donor contributed with the name, email address and amount donated.

The total on the spreadsheet should match the amount of the net proceeds.

- What if a check is made out to me and not Allyson Whitney Foundation ?

If a donor makes out a check to you, just endorse the check with your signature and write "Payable to Allyson Whitney Foundation" and submit it with the donation form.

- Can I accept the donations and write Allyson Whitney with one check?

We do not recommend this. If you collect all of the donations and deposit them into your account so that you write one check the IRS will consider that deposit income in your account and you will be taxed on that amount.

- Can I send a cash donation with a donation form?

We cannot accept cash donations. For any cash donation you receive, please convert the cash to a cashier's check and then mail it with a donation form. If you have multiple cash donations send one cashier's check; just attaching each donor's form.

- Will I be notified that you received the donation?

Of course! If you do not hear from us in 2 weeks after you mailed your donation, please contact us.

- Are there incentives for fundraiser coordinators?

Besides, having the wonderful feeling knowing you have helped someone in need; Yes, our event coordinator will discuss this with you.

We thank you for your interest to band together with us in hosting an event to benefit and help us in our pursuit to give hope, to award 'life interrupted' grants. We are an IRS recognized 501 c 3 not for profit charity. Our EIN number is 45-4231236 .