

### FAQs about Raising Funds for NCCC

Like all nonprofit organizations, NCCC is happy to have people raise funds to help us. Below are some frequently asked questions (FAQs) we developed to protect donors, fundraising volunteers and NCCC. Please do not hesitate to contact us if you are unclear about any of the following.

#### WHY IS IT IMPORTANT TO FILL OUT THE EVENT APPLICATION?

The event application tells us what you have planned and guides us as to how we can best help you. We're happy to help you fill it out. We also use the information in this and the event report to help other chapters and those who want to raise funds.

#### THE EVENT APPLICATION FORM SAYS CONTRACTS HAVE TO BE APPROVED IN ADVANCE BY NCCC. WHY?

We do that to protect you and NCCC. We want to help ensure that you are not liable for funds you don't have, or intend to spend.

#### IF MY EVENT DIDN'T MAKE MUCH MONEY DO I STILL NEED TO COMPLETE AN EVENT REPORT?

Yes please. This helps us keep track of who is fundraising on NCCC's behalf.

#### IS IT OK TO CUSTOMIZE THE NCCC LOGO OR JUST COPY IT OFF THE WEBSITE?

No. The logo of any company is something that must be very carefully protected. We do that for your sake as well as our own. We don't want someone making NCCC look bad even unintentionally. The logo is available for free download once you read and agree to the logo use agreement.

#### I HAVE AN EVENT WHERE I'LL BE SELLING TICKETS. CAN NCCC HELP ME WITH THIS?

Absolutely. Call us and we'll get you what you need.

#### HOW DO I PAY FOR EXPENSES FOR THE EVENT?

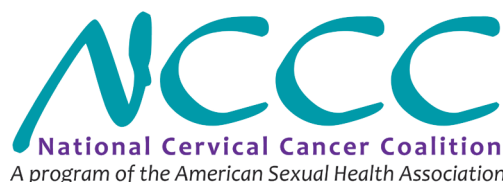
"When we review your event application, we will also review your event budget and discuss possible expenses. You will be responsible for covering and keeping a record of all expenses related to the event and will submit these, along with donations received, to NCCC and you will be reimbursed for expenses.

#### HOW DO DONORS GET TAX RECOGNITION FOR THEIR GIFTS?

In order for donors to get tax recognition for their gifts, NCCC must process them directly. This means that all donor checks must be made out to NCCC and forwarded to us for processing. For online giving, donors must give through an approved site (NCCC can help with recommendations for online fundraising) and will receive a tax receipt through the site. We will send thank you letters to donors within 48 business hours of receiving donations.

#### DO ALL DONORS GET TO DEDUCT THEIR GIFTS TO NCCC?

That depends. If the donation resulted in something of value (dinner, an item, etc.), the IRS says the deductible portion is that amount above the fair market value. If the donor gets nothing in return, then his or her gift is deductible to within the limits of their taxable situation.



### HOW DO I VALUE IN-KIND DONATIONS?

You don't. An in-kind donation is any gift of value that you have been given for the use of the charity. It can include gifts as large as land and as small as flowers. In-kind donations get special treatment which NCCC will handle.

### WHAT ABOUT CASH GIFTS?

Collect the donors' names, mailing addresses, and donation amounts and forward those to NCCC along with a check for the cash gifts. We will send individual thank you letters for amounts \$20 and over.

