

Give Back Opportunities

third party events & fundraisers



Habitat for Humanity of Pinellas and West Pasco Counties appreciates all who want to help us further our mission. Community partners can support our affiliate through sponsorships, donations and third party fundraisers.

third party events & fundraisers guidelines getting started

We are so excited you want to support Habitat for Humanity of Pinellas and West Pasco Counties. Follow the steps and guidelines below to get started.

Step 1: Review all of the policies associated with holding the event

Step 2: Fill out the Give Back form here: <https://habitatpwp.org/thirdpartyevents>

For questions, contact:
Veronica Anderson, Development Manager,
at vanderson@habitatpwp.org

Please note: The online form must be submitted 45 days prior to the event date for approval.

You will be contacted by Habitat within 3-5 business days to let you know if your event has been approved. Each request will be considered individually.

marketing

- The Habitat for Humanity of Pinellas and West Pasco Counties name and logo cannot be used to promote a third party event without prior staff approval.
- The online form must be submitted **45 days prior to the event** date for approval.
- All approved third party fundraisers should submit proofs of printed materials which include the Habitat name/logo prior to printing or posting on a website and a minimum of **30 days prior to event**.
- Any contact with media must be coordinated in partnership with Habitat.
- Terms of the donation shall be advertised in marketing and promotional materials. This includes: the portion of the funds that will be donated, the duration of the fundraiser, and any maximum contribution amount set (ex. 25% of profits, one-time donation of \$1,000, or all proceeds).

(continued on reverse side of this page)

fundraiser opportunity examples include:

- 10% of a day's sales donated
- \$1 off an item donated
- Auction
- Bake Sale
- Benefit BBQ
- Birthday Fundraiser
- Car Wash
- Cook Off
- Dance/Walk-a-thon
- Dinner Party
- Food Sale
- Food Sampling
- Lemonade Stand
- Movie Night
- Round Up for Change
- Seasonal Fair
- Speaker Series
- Sports Tournament
- Trivia Night
- Wine Tasting
- Yard Sale

recognition

Based on your respective event goal Habitat will provide the following support of your event.

Opportunities	\$100 - \$499	\$500 - \$999	\$1000 - \$2499	\$2500+
Use of Habitat logo	♥	♥	♥	♥
Listing on Habitat calendar	♥	♥	♥	♥
Collateral pamphlets provided*	♥	♥	♥	♥
Habitat co-host on Facebook event		♥	♥	♥
Website blog highlight			♥	♥
Social media recognition				♥
Check presentation				♥
Staff appearance**				♥

*Upon request.

**Upon request and staff availability.

funding

Please keep accurate accounts of your event. Habitat will not incur third-party expenses or provide any funds for third-party events. Contributions may be tax-deductible:

- If individual donors would like a receipt from Habitat, they need to make their donation in the form of a personal check payable to Habitat for Humanity of Pinellas and West Pasco Counties OR by donating online at <https://habitatpwp.org/donate/monetary-donations/>.
- A donation of cash or items solicited on our behalf is tax-deductible only when it is made directly and entirely to Habitat. We will determine what types of gifts can be considered tax-deductible prior to solicitation, as we are the only agents who can verify the gift to the IRS.
- When a portion of the charge or “suggested donation” to the participant is not tax-deductible, a statement to that effect must be included in all appropriate materials.
- If your event is held in December, please ensure that gifts and accompanying documentation are turned in or mailed to Habitat by 12/31. This will ensure that donors are eligible for tax benefits in the calendar year the gift was made.

For questions please email vanderson@habitatpwp.org.