

## FREQUENTLY ASKED QUESTIONS

### Central Vermont Humane Society – Walk for Animals – June 2, 2018

#### **FUNDRAISING**

##### **Q. What forms of payment do you accept?**

Donors can make gifts online or with a check or cash.

**Online:** see <https://give.classy.org/2018WalkforAnimals>

**Checks:** Make payable to CVHS

##### **Q. How do I submit gifts made by check or cash vs. online?**

- Although you can bring check and cash donations with you to the Walk on June 2, we encourage you to submit them to CVHS in advance.
- You can deliver checks and cash as you receive them to CVHS at 1589 VT Route 14S, E. Montpelier, VT until 2:00 pm on Friday June 1.
- You can mail checks as you receive them to CVHS at PO Box 687, Montpelier, VT 05602. Do not mail cash. Instead, you may write out and mail a check for the value of the cash received along with the donor name(s) and amount(s).
- Be sure to complete a pledge sheet with the name and address of the donor for any checks or cash so we can send the donor a thank you letter and receipt for tax purposes. The pledge sheet is available from our Walk webpage <https://centralvermonthumane.org/2018/03/walk-for-animals2018/>

##### **Q. How do the gifts I collect get credited toward my online fundraising goal and counted toward fundraising prizes?**

- Online gifts are automatically credited toward your goal and fundraising total if the donor ties their online gift to your individual fundraising page (or team page).
- Checks and cash can be credited toward your fundraising total in 2 ways:
  - Send or deliver checks and cash to CVHS in advance of the walk (see above) and we will update your online fundraising page once a week to better reflect the progress toward your goal.
  - Checks and cash brought to the event on June 2 will count toward individual fundraising prizes but won't show on your online fundraising page in advance of the event.

##### **Q. Someone made the check out to me. What should I do?**

On the back of the check on the endorsement line, please write "Pay to the order of CVHS" and then sign your name under that. Our office can then deposit the check.

##### **Q. My company has a matching gift option – can this be counted toward my fundraising goal?**

We welcome and encourage matching corporate gifts. Please complete your company's required paperwork promptly. All money needs to be received by June 2 to actually be counted toward top fundraiser and team prizes.

##### **Q. I want to fundraise for CVHS, but I can't be at the walk.**

We'll miss you at the event, but you can still make a difference and save animal lives by raising money as a "Virtual Walker" and by making a donation to CVHS.

##### **Q. How can I get help setting up my online fundraising page?** Contact Linnea at 802-476-3811 x110 or [linnea@centralvermonthumane.org](mailto:linnea@centralvermonthumane.org)

### **Q. What does the money I raise support?**

All money raised through Walk for Animals will help us shelter over 1,000 homeless, lost, abandoned, abused & neglected companion animals in the coming year, and reunite them with their families or find new loving, adoptive homes for them. Just as important it will provide compassionate assistance for families struggling with life crises and transitions that affect their ability to care for their beloved pets. Ultimately, it saves animal lives, enriches human lives, and strengthens our communities.

### **TEAM INFO:**

#### **Q. What is a Team?**

- A team is 3 or more people working together to fundraise.
- Team members are asked to raise a minimum of \$50 each to receive a Walk T-shirt. Teams are encouraged to raise \$500 or more. Remember every dollar raised helps care for homeless animals.

#### **Q. What is the role of a Team Captain?**

- Create the team name and the team's online fundraising page.
- Help "recruit" co-workers, friends and family to join their team.
- Keep their team on track with fundraising and preparing for the event.

#### **Q. How do you get started as a Team?**

- Team leader creates the team's online fundraising page including team name and goal. Go to <https://give.classy.org/2018WalkforAnimals> to get started.
- Each team member sets up an individual fundraising page linked to the team.
- Spread the word near and far to your family, friends, neighbors, co-workers, etc.
- Hold your own creative fundraising activities.
- Fundraising tips are accessible from our Walk webpage: <https://centralvermonthumane.org/2018/03/walk-for-animals2018/>

#### **Q. Are there team incentives and prizes?**

Yes, there will be two team awards:

1. An Early Bird prize for the first team to raise and submit \$1,000 by June 1.
2. The team that raises the most money.

#### **Q. If I'm part of a team am I still eligible for individual fundraiser prizes?**

Yes! All money must be received by CVHS on or before June 2 to be counted toward top individual fundraiser prizes.

### **HOW TO GET A FREE SOUVENIR WALK T-SHIRT**

#### **Q. Who gets a free souvenir T-shirt?**

Walk fundraisers who raise at least \$50 will get a Walk T-shirt. Donors who do not raise money from others are not eligible for a T-shirt. Anyone can collect donations and become a Walk fundraiser.

#### **Q. How do I reserve a T-shirt in my size?**

- Reserve your shirt size by **May 9**.
- If you do online fundraising through our Classy.org page, you may select your T-shirt size when you set up your page.
- If you are not using the online fundraising page, please reserve your shirt at <https://surveymonkey.com/r/L5PNBGQ>

**Q. When do I get my T-Shirt?**

If you have raised \$50 or more, you can pick up your T-shirt at CVHS May 30 – June 1 between 1:00 and 5:00 pm. Or you can get your T-Shirt at the Walk on June 2.

**GENERAL INFO FOR THE DAY OF THE WALK:****Q. Do I have to bring a dog to participate?**

No, you do not need to bring a dog to attend. Friendly dogs on leashes are welcomed to attend.

**Q. Can I bring my cat or other pet?**

No, please. We ask that you leave other beloved pets at home to avoid logistical and behavioral challenges.

**Q. Where does the Walk start and end?**

The Walk for Animals begins and ends and the activities take place at Montpelier High School (in the field at the front of the school).

**Q. What time does the event start and end?**

The event starts at 9:00 am and ends at 12 noon.

**Q. Where can I park?**

Parking is available at Montpelier High School, across the street at VSECU and behind the VT Department of Labor Building across the fence from the high school's football field. (You can safely walk along the bike path to get to the Walk event site).

**Q. What if it's inclement weather on the day of the Walk?**

Walk for Animals is scheduled to take place rain or shine. However if there is severe weather predicted, please check our website or Facebook page for updates.

**Q. Are food, water, and bathrooms available? (for pets and people)**

For people: Porta-potties will be available at Montpelier High School. There will be water stations at the high school and along the route, and refreshments available at the high school after the walk.

For dogs: There will be dog water stations at the high school and along the route. We will have plastic bags available to dispose of animal waste. Please pick up after your dog.

**Q. What takes place before and after the walk?**

A. There are fun dog contests, alumni parade, dog Frisbee demo, other activities for kids and dogs, refreshments, and prize awards.

**Q. What are the dog contests and how can my dog participate?**

We will award prizes for the:

- Best 3 dog costumes
- Best dog kisser
- Best dog trick

Any dog can participate. There is no charge and no need to register in advance. The dog costume contest will be held at 9:30 prior to the walk. The other contests will begin around 11:15 when people return from the walk.