

Frequently Asked Questions

Do It Yourself or DIY fundraising means raising awareness and monetary support for the Arthritis Foundation—and doing it your way! If questions arise beyond the FAQs below, please reach out to DIY@arthritis.org for additional support.

1. How do I get started?

Create your DIY fundraiser online at fundraise.arthritis.org. Check out our Getting Started resources.

2. What if I want to reuse an existing DIY Fundraising Page?

If you have previously registered as a DIY Fundraiser on **fundraise.arthritis.org** and would like to create a new DIY Fundraising Event, notify the Community Events Team at **DIY@arthritis.org**. The team will deactivate your previous fundraising page, which will allow you to utilize the same username and password to create & personalize your new fundraising page. All active and in-active DIY events, details, registrations, and donor information remains in your one DIY dashboard.

3. What type of things can I do to support the Arthritis Foundation?

The sky's the limit! DIY fundraising means raising awareness and monetary support for the Arthritis Foundation—and doing it your way. Review our **DIY Idea Guide** to get started! Make sure to read FAQ #4 for activities not permitted.

4. Are there any activities that are not permitted?

To reduce risk to participants and to the Arthritis Foundation, the following activities are not permitted for DIY events:

- · Base jumping
- Bull riding
- · Car racing
- Charity stream
 (games rated Adults Only &
 Twitch banned Games list here)
- Extreme skiing (adaptive skiing is permitted)
- Fireworks sale/displays

- Gliding
- · Hang gliding
- Hot air ballooning
- Motocross
- Motorcycle events
- Private aircraft travel
- Rappelling
- · Rock climbing

- Scuba diving
- Skateboarding with stunts involved
- Ski jumping
- Skydiving
- Use of bouncy houses
- White water rafting/kayaking

Please note this list is not all inclusive and the Arthritis Foundation has the right to deny use of the fundraising platform and/or refuse donations raised through such events.

5. Are donations to my fundraiser tax-deductible?

Donations made directly to the Arthritis Foundation, online or via check made payable to the Arthritis Foundation, are tax-deductible and will receive an acknowledgement from the Arthritis Foundation.



6. What do I do with cash and checks I receive?

Requesting your supporters to donate online is the easiest way to ensure your fundraiser is credited appropriately and that donors receive a receipt right away. However, should you collect cash or checks, they can be submitted and credited to your fundraiser in a few easy steps:

- Ensure that all checks are made payable to the Arthritis Foundation.
- Consolidate any cash into a personal check or money order.
- Complete the donation submission form to ensure the checks are properly credited to your fundraising efforts.
- Within 15 days of the end of your fundraiser, please mail the form and all checks to:

Arthritis Foundation - Attn: DIY

1355 Peachtree Street NE Suite 600 Atlanta, GA 30309

Please include your first and last name, email, phone number and reference your DIY fundraiser in all correspondence.

7. Can I use the Arthritis Foundation's tax-exempt status?

No, DIY event organizers cannot use the Arthritis Foundation's tax-exempt status to purchase materials. The Foundation's 501c3 status only covers programs and activities organized by the Foundation. However, Arthritis Foundation staff can provide a letter verifying that you are raising funds for the benefit of the Arthritis Foundation.

8. Can I host a raffle or auction at my fundraiser?

Yes, but please remember to follow your state laws regarding raffles, lotteries, and auctions for charitable purposes. The Foundation's 501c3 status only covers programs and activities organized by the Foundation.

9. Can I be reimbursed for event expenses?

No, the Arthritis Foundation cannot pay for, or reimburse you for any event or fundraising expenses. As the event organizer, you are responsible for logistical costs, marketing and promotion associated with your fundraiser.

To keep expenses to a minimum, consider asking local businesses for in-kind donations in exchange for recognition for their donation. The Arthritis Foundation cannot supply any funding for your event and is not responsible for any debts incurred.

Donations made directly to the fundraiser could be used to cover expenses but are not tax deductible; the Foundation will not issue acknowledgments of these donations.

10. Do I need insurance for my event?

All third-party DIY event organizers are responsible for providing insurance as required by law, or established business practice.

Because DIY fundraising events are organized and conducted by third parties, and not the Arthritis Foundation, the Arthritis Foundation cannot extend its insurance coverage or provide certificates of insurance for DIY Fundraising Events or for organizers, volunteers, participants, or observers of such events. The third-party DIY organizer is strongly encouraged to seek liability insurance, and any other appropriate insurance coverage, through a licensed provider.

Check with your venue and insurance provider to see what might be necessary, many insurance companies offer short-term special event insurance policies.



11. Can the Foundation assist with my event?

Although Arthritis Foundation staff members are unable to attend your event, we are here to support you with fundraising and event best practices. If you'd like brainstorm or discuss a specific idea, please email us at **DIY@** arthritis.org.

Though we are unable to promote DIY events nationally, we encourage you to reach out to your local Foundation staff to discuss if promotional opportunities exist.

12. Can I use the Arthritis Foundation logo or name to advertise my fundraiser?

The Benefiting the Arthritis Foundation logo is available for download in the within the fundraising portals resources. Use this logo to ensure people are aware that the fundraiser is supporting the Arthritis Foundation.

When writing our name in text, always use our full name "the Arthritis Foundation." Say "To benefit" or "Benefiting" before listing the Arthritis Foundation.

- To benefit the Arthritis Foundation
- Benefiting the Arthritis Foundation

Please refer to our **Brand Guidelines** for additional information.

13. What is the Foundation's code of conduct on social media?

The Arthritis Foundation recognizes that social networking is part of today's society and is an important way for people to communicate. At the same time, we want to make sure that the use of social networking sites by Arthritis Foundation event participants does not create any issues for the Arthritis Foundation or the participant. As a result, we ask that our participants exercise discretion, be mindful of their actions and be thoughtful and respectful of the anticipated audience of the content.

To help guide you in your use of social networking sites as an extension of the Arthritis Foundation, please refer to the Foundation's **Social Media and Volunteer Code of Conduct found in DIY Fundraising Event Terms & Conditions** for additional guidance and or contact: **socialmedia@arthritis.org**

14. Can I use a donate button on Facebook to collect donations for my DIY fundraiser?

Please note: If you sign up as a fundraiser directly on Facebook or Instagram, the Foundation cannot allocate funds raised on those platforms towards your DIY Fundraising Event and cannot designate those funds to your local office.

However, by signing up on a Foundation hosted fundraising page first, you can then share and link your DIY fundraising page directly on social media. Once registered, locate "Connect with Social Networks" in your DIY portal to connect and share with your family and friends.

15. Can the dollars raised through DIY Fundraising Event or Facebook Challenge be credited to my participation in other Foundation hosted events such as Walk to Cure Arthritis?

If DIY fundraisers are participating in a Foundation hosted fundraising event such as Walk to Cure Arthritis, Jingle Bell Run, or other Foundation hosted event (i.e., social event, gala, golf, etc.), funds raised through DIY will not be credited towards their Foundation hosted event, nor their individual or team fundraising totals.

If you are looking for ways to supplement your Walk to Cure Arthritis, Jingle Bell Run, or other Foundation hosted event fundraising totals by organizing additional fundraisers, please utilize your existing event registration and fundraising page, and include those details on your existing team or individual fundraising page. This ensures that these additional fundraisers are credited to your Walk to Cure Arthritis, Jingle Bell Run, etc. fundraising efforts.



16. Other Arthritis Foundation guidelines and things to note?

The Foundation reserves the right to decline a third-party DIY Fundraising Events. All third-party DIY Fundraising Events benefiting the Foundation must be reputable and align with the mission the Foundation. All third-party DIY Fundraising Events and participants must understand that DIY Fundraising Events are not produced by the Arthritis Foundation.

Refer to the Foundation's **DIY Fundraising Event Terms and Conditions** for a detailed explanation on policies regarding third-party DIY Fundraising Events.