

A large group of women, mostly in their 20s and 30s, are posing for a group photo. They are wearing bright green cycling jerseys with blue and black patterns. Many of them have "Jett" or "Jett Foundation" printed on their jerseys. They are all smiling and cheering, with some raising their arms. The background is slightly blurred, showing what appears to be an outdoor event space.

# Fun Ways to FUNDRAISE

Ideas for hosting impactful events  
*in support of Jett Foundation*





## WELCOME

Dear Friend,

On behalf of all of us at Jett Foundation, thank you for your interest in hosting a fundraiser on behalf of Jett Foundation! We are so appreciative of your support, and we invite you to read on for a few ideas to get your creative juices flowing. This guide is chock full of information and examples of interesting ways other people have raised funds to fight Duchenne muscular dystrophy. It details what is needed to pull off an amazing and successful fundraising event.

The funds raised from these fun and entertaining events are vitally important to Jett Foundation. Each year, hundreds of people host events – large and small – that result in millions of dollars being raised to strengthen our lifesaving research and patient care programs.

On behalf of our young people, their families, and everyone at Jett Foundation, please accept our heartfelt thanks for your interest in hosting a fundraising event. You can do it, and we are here to help!

With sincere thanks,

A handwritten signature in black ink that reads "Christine". The signature is fluid and cursive, with a large loop at the beginning.

Christine McSherry  
Founder, and Jett's Mom



## JETT FOUNDATION OVERVIEW

Jett Foundation has met needs of the Duchenne muscular dystrophy community for 17 years. Through our national Educational Roundtable program, we empower patients and families affected with Duchenne with the knowledge, education, and support needed to become their own best advocates, to seek out the highest standard of care, the most promising clinical trials and scientific advancements, and the most cutting-edge and innovative treatments available. Through our direct service programs, such as Camp Promise – which is open to young people with any neuromuscular disorder – we provide children and young adults with the opportunity to experience a fun and carefree environment. Kids get to “just be kids” while parents and caregivers are given a much-needed week of respite.

Since 2001, the generosity of thousands of people has helped Jett Foundation create programs, and serve as advocates, to help families and reduce the burden of Duchenne in the United States.

**When you run an event that supports Jett Foundation, you supply the funds that fuel the work of our dedicated programming team, helping to bring awareness, support, education, and programs directly to young people and families affected by Duchenne.**



## HOW WE CAN HELP

**With guidance from the Jett Foundation, it is now easier than ever to get involved and raise funds for life-changing programs for young people affected by neuromuscular disorders such as Duchenne.**

**For all approved fundraisers, Jett Foundation can:**

- ✓ Offer advice on event planning and fundraising
- ✓ Provide access to your own personal fundraising page
- ✓ Provide you with our logo for your marketing materials
- ✓ Provide sample template letters to solicit sponsorships and in-kind donors, media releases, and thank you letters
- ✓ Provide Jett Foundation printed literature for distribution at your event
- ✓ Provide IRS compliant tax receipts for gifts made directly to Jett Foundation, in response to your event

**We rely on you to plan and coordinate all details of the fundraiser, including:**

- ✓ Create your own mailing list of donors, vendors, and sponsors
- ✓ Planning the agenda and securing the location
- ✓ Deduct any anticipated costs from the funds raised prior to sending your final gift to Jett Foundation
- ✓ Solicit businesses and vendors to support your event
- ✓ Promoting the fundraiser
- ✓ Printing promotional materials for the event
- ✓ Insurance, permits, and liability coverage related to the fundraiser
- ✓ Working and managing the actual fundraiser or event

**Jett Foundation is unable to provide the following:**

- X Jett Foundation tax exempt certificate
- X Insurance or liability coverage
- X Funding or reimbursement for your expenses
- X Mailing list of potential donors or vendors
- X Publicity e.g. newspaper, radio, television, etc.
- X Guaranteed attendance of Jett Foundation staff





## SPORTING EVENTS

### SPORTS TOURNAMENT

#### What is it:

Grab your family and friends to fundraise by putting together a fun sporting event! Organize a tournament based around your favorite sport and have participants play a fee to participate in the event. The participants can solicit support from neighbors and co-workers to bring in additional revenue.

#### What you'll need:

a field, court, or other place to host your sporting event, sporting equipment, signage, players and teams

### "THON" EVENT

#### What is it:

Participants pay a fee to participate in an activity for a predetermined amount of time, and then solicit pledges from family and friends for support. The activity could be board games, dancing, hula-hooping, or anything else that can be done for a long period of time. For example, host a dance-a-thon where participants form teams and at least one member of the team is dancing at all times for 24 hours straight.

#### What you'll need:

a large area to host the event, a band or other form of entertainment, a way to keep track of time, an audio/visual system to make announcements, pledge sheets

### FITNESS EVENT

#### What is it:

Get moving and raise funds by hosting your own fitness event! This could be playing basketball, swimming, running, or any of your own favorite workouts. Participants pay a fee to participate in the event and then solicit pledges from their supporters to raise funds. A pledge could be done as a certain dollar amount per point scored, lap swum, or lap run.

#### What you'll need:

venue (such as a field or a pool, depending on your type of event), participants, pledge sheets, tally board

### EXERCISE CLASS

#### What is it:

If you attend a weekly boot camp, zumba, yoga, or CrossFit class, work with your gym or facility to see if they would allow all fees for a certain class to be directed to your fundraiser. Increase the funds raised by adding elements such as sponsors, a drawing, or a silent auction.

#### What you'll need:

a place to host the class, marketing materials, signage, method to collect the class fee



## FAMILY AND FRIEND EVENTS

### THEME PARTY

#### What is it:

A theme party is a fun event that brings people together to celebrate a holiday and can include costumes. It could be any type of party including: Christmas Party, Haunted House, Hayrides, New Year's Party, 4th of July Picnic/BBQ, St. Patrick's Potluck, Send-a-Valentine.

#### What you'll need:

venue, food, beverages, volunteers, games, invitations, decorations, costumes, ticket sales, auctions, sponsorship, drawings

### GARAGE/YARD SALE

#### What is it:

Dust off your old clothes, sporting equipment, and knick-knacks in the basement, and use them to raise valuable money for the Jett Foundation! A yard sale is a fun way to involve the whole neighborhood and translate old items into a wonderful gift for Jett Foundation. Another idea is a fashion resale event. Sell unused articles of clothing online or to family and friends and contribute the proceeds to the Jett Foundation.

#### What you'll need:

items for sale, a safe area to sell them, price stickers, signs to advertise the event, a posting on a local website

### MINI GOLF

#### What is it:

Everyone enjoys playing mini golf, so why not turn this fun activity into a fundraiser? Whether it's run at a local course, or you rent an indoor mini golf set, get your family and friends together and play a game to raise money for the Jett Foundation.

#### What you'll need:

a mini golf course, players, a good time

### FRIENDS ASKING FRIENDS

#### What is it:

An event does not need to be a complicated affair. It can even be as simple as asking your friends and family to make a gift to support the Jett Foundation. Whether it is through a letter, a webpage you set up through the Jett Foundation, or word of mouth, let them know the important work that is being done at Jett Foundation and what they can do to get involved. You'll be surprised at how generous people will be when they are asked!

#### What you'll need:

Jett Foundation facts, persuasive talking points (we can help with that!), letters, website, or simple discussion



## COMMUNITY EVENTS

### AUCTION/OPPORTUNITY DRAWING

#### What is it:

An auction or an opportunity drawing can be a simple and fun way to raise money. Auctions can be held live or silent. Items can be donated by local businesses, or could be a fun talent that one person can offer, such as quilting. Participants can bid on a co-worker who offers a one-hour cooking session, or a neighbor who offers one hour of babysitting. While raffles are not permitted by the Jett Foundation, we do encourage opportunity drawings.\* A drawing, with just a few items, can generate a huge amount of interest and revenue.

#### What you'll need:

bid sheets (which we can provide a template for!), auction/drawing items, storage, mailing boxes

***\*What is the difference between an opportunity drawing and a raffle? The difference between an opportunity drawing and a raffle is that no payment is required to participate in an opportunity drawing.***

### SCAVENGER HUNT

#### What is it:

A scavenger hunt is the perfect way to get a large group to participate in an event together. A list is provided to all participants and they travel around a certain area (it could be one park, or a whole city) to collect or photograph items on the list. Ask each team to raise a

minimum amount in order to participate in the event.

#### What you'll need:

a location large enough for plenty of people to run around, a list of items needed, items (unless they're available naturally), a willing group of participants

### SCHOOL/WORK-FOCUSED EVENT

#### What is it:

There are a wide array of events that a school or work group can participate in together. These events foster collaboration among students or coworkers, and can be a fun activity any time of year. Examples of possible events include:

- Penny drives: have a collection canister at the school or workplace and ask for spare change to be dropped in every day
- Send-a-flower: this could be done at Valentine's Day, or any other time of year. For a small gift, each participant can choose who they would like to send a flower or valentine to
- Class or inter-department competitions: generating friendly competition between different classes or departments can be a great way to generate revenue. Whether it's athletic events or a cook-off, each team would be able to raise their own funds
- Jeans Day: having each student or colleague make a certain size gift so that they wear jeans on a prescribed day



## KIDS EVENTS

### BAKE SALE

#### What is it:

A bake sale is a fundraising activity where baked goods such as cupcakes and cookies are sold. This can be done practically anywhere: at a sporting event, schools, family gatherings—the list goes on!

#### What you'll need:

volunteers to bake and sell goods, table, signage, cash box

### BACKYARD CARNIVAL

#### What is it:

A backyard carnival features fun games and activities for kids and adults. This could include cotton candy machines, bouncy houses, arts and crafts, and face painting. Use your imagination!

#### What you'll need:

a backyard venue, food, games and activities, music, colorful decorations

### CAR WASH

#### What is it:

A car wash is a fundraising activity where cars are washed in exchange for contributions to the Jett Foundation. Grab a group of friends and a collection of colorful signs; find an approved location and start washing!

#### What you'll need:

an approved location to hold the car wash, a group of people to wash the cars, cleaning supplies, signs, cash box to collect money and make change

### CREATE AND SELL

#### What is it:

Create arts and crafts and sell them to family and friends. This can range anywhere from duct tape wallets, note cards, and jewelry, to many other creative ideas.

#### What you'll need:

materials to craft your project (string, paper, scissors, glitter, duct tape, beads, etc.), customers (you can ask family and friends if they will help you sell some of your crafts)



## FREQUENTLY ASKED QUESTION

### **What is a volunteer fundraiser?**

A volunteer fundraiser is an event organized and managed by a volunteer in which funds are raised in support of Jett Foundation.

### **What are some examples of volunteer fundraisers?**

Past volunteer fundraisers have included bake sales, sports tournaments, car shows, and food events. Funds can be raised through participant fees, ticket sales, auctions, and more. See pages 4-7 for a list of volunteer fundraiser ideas.

### **What is the process for hosting a volunteer fundraiser?**

The process is made easy for you. Fill out a quick worksheet that the Jett Foundation can supply with your event details to ensure compliance with our policies and procedures. These policies serve to ensure that all events using Jett Foundation's name and logos maintain a prudent cost of funds raised; follow all relevant local, state, and federal laws; and portray Jett Foundation in a positive light. Upon submission, a member of our staff will get back to you within two business days to follow up with any additional questions or let you know that your event is approved.

### **Can I use Jett Foundation's name and logo when promoting my fundraiser?**

Once you have submitted the quick worksheet and your fundraiser is approved, we will provide you with the logos for your marketing materials. Anyone using Jett Foundation logos must have the logo use

approved by their Jett Foundation liaison. For example, if you put our logo on your website, you would need to forward the link to your event liaison and they would take a quick look and approve it.

### **Will Jett Foundation staff be able to help me organize my fundraiser?**

The Jett Foundation team is eager to provide guidance and strategy for your fundraiser. We also recommend you form a committee, who can support you during the planning period and throughout the entire event.

### **Will a Jett Foundation representative attend the fundraiser?**

We will do our best to support you and your event in any way we can. Please see page 3 to see what the Jett Foundation can offer!

### **How soon after the fundraiser do I submit the funds raised?**

Submit event proceeds and all required post-event paperwork to your Jett Foundation staff liaison within forty-five (45) days after your fundraiser.

### **I'd like to attend an existing event. How can I find an event near me?**

Please visit [www.JettFoundation.org](http://www.JettFoundation.org) for a list of upcoming events.

*If you are interested in learning more or have questions, contact the Jett Foundation at 781-585-5566 or [amy@jettfoundation.org](mailto:amy@jettfoundation.org). If you're ready to submit your application, please see the following page.*





## GUIDELINES

Please review and agree to by signing the below guidelines.

Submit, along with your completed application, to:

Amy Walsh, Director of Business Development

[Amy@jettfoundation.org](mailto:Amy@jettfoundation.org) | FAX number - (781) 585-5233

All submissions must be made at least 30 days prior to fundraiser date.

Within 7 business days of receiving your application, Jett Foundation will render a decision on your third-party fundraising application.

### GUIDELINES

- 1) All third-party fundraisers for Jett Foundation require a completed application and signed guidelines, see below.
- 2) All expenses are the responsibility of the third-party event organizer. Jett Foundation is not responsible for any expenses incurred for a third-party fundraising activity, and will not advance funds or reimburse expenses unless approved in advance. We recommend finding event sponsors/partners or charging a registration fee to help cover expenses.
- 3) The third-party fundraiser organizer is responsible for the planning and execution of the event including safety precautions and adherence to applicable laws and regulations. As the beneficiary of a fundraising event, Jett Foundation does not accept or assume any liability associated with the event including but not limited to any injuries sustained by event volunteers or participants during the event. The third-party fundraiser organizer will indemnify, defend, and hold harmless Jett Foundation, its directors, officers, and employees and volunteers from any and all claims that may arise out of or relate to such event.
- 4) The third-party fundraiser organizer is responsible for obtaining all applicable permits or licenses, including but not limited to alcohol, raffle, and sales tax licenses.



- 5) Jett Foundation is not responsible for ticket sales or other administrative aspects as they relate to the third-party fundraiser. The third-party event organizer must have the means to sell tickets to the event, if necessary.
- 6) Jett Foundation does not provide information on its donors and supporters for solicitation purposes.
- 7) All third-party fundraisers must be publicized and conducted in a manner that makes it clear that Jett Foundation is the beneficiary, not the fundraiser organizer, sponsor or host.
- 8) All promotional material related to benefiting Jett Foundation must be reviewed and approved by Jett Foundation.
- 9) Third-party fundraiser organizer agrees to inform Jett Foundation of any effort to recruit financial underwriters for any fundraiser benefitting Jett Foundation. Informing Jett Foundation of all underwriting requests will ensure there is no duplication of underwriting efforts that may be currently underway.
- 10) The third-party fundraiser organizer must provide access to an accounting of revenues and expenses if using Jett Foundation's 501c3. If required to do so, an accounting and fund distribution (if applicable) will be expected within 60 days after the conclusion of the fundraiser. This is in keeping with IRS non-profit rules as well as GAAP accounting principles.

**I HAVE READ AND AGREE TO THE ABOVE GUIDELINES**

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Third-party Fundraiser Organizer (print name)

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Organization Name (if applicable)

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Phone

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Email

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Signature

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Date



## APPLICATION

This form serves as an agreement between the third-party fundraiser organizer and Jett Foundation for the purpose of setting forth the terms and conditions of our relationship in respect to the third-party fundraiser described below.

(Please Type or Print)

Third-Party Event Organizer (name): \_\_\_\_\_

Organization Name (if applicable): \_\_\_\_\_

Contact Person (if different from Organizer): \_\_\_\_\_

Organizer Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

Organizer E-mail: \_\_\_\_\_

Organization Website (if applicable): \_\_\_\_\_

Telephone: \_\_\_\_\_ FAX: \_\_\_\_\_

### Proposed Fundraiser (event/campaign)

Name of Proposed Fundraiser: \_\_\_\_\_

Description of Fundraiser: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date(s) of Fundraiser: \_\_\_\_\_ Time(s): \_\_\_\_\_



Location of Fundraiser: \_\_\_\_\_

Event Website (if applicable): \_\_\_\_\_

Event Social Media (if applicable): \_\_\_\_\_

How will funds be raised? (check all that apply)

- ☐ Sponsorships
- ☐ Ticket Sales
- ☐ Auction/Raffle
- ☐ Donations
- ☐ Other (please specify): \_\_\_\_\_

What is the anticipated event attendance? \_\_\_\_\_

How do you plan to promote your fundraiser, publicity/promotion (list all media, brochures, print ads, TV, etc., if applicable): \_\_\_\_\_

\_\_\_\_\_

Are you requesting support from Jett Foundation? \_\_\_\_\_

If yes, what support do you anticipate needing? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**What are the estimated gross proceeds of your fundraiser?**

Projected Income: \_\_\_\_\_

Projected Expenses: \_\_\_\_\_

Projected Donation (Income-Expenses): \_\_\_\_\_



I, undersigned, as the third-party fundraiser organizer, agree and acknowledge that Jett Foundation will not be liable for anything associated directly or indirectly with the event organizer or the event/campaign, including but not limited to: expenses; purchases; damage, accidents or thefts to individuals or property; and insurance or liability coverage. I have read and agree to the above guidelines.

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Third-party Fundraiser Organizer (print name)

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Organization Name (if applicable)

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Phone

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Email

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Signature

---

Date

**Please keep a copy of these guidelines and application for your reference.**

**For Jett Foundation use only:**

Approved: ☐ YES ☐ NO

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Staff or Volunteer Liaison: \_\_\_\_\_