



CONTACT:

Srishti Ratnu

sratnu@schcontario.ca | 437.427.6265

Scarborough Centre for Healthy Communities (SCHC)

629 Markham Rd., Unit 2

Scarborough, ON, M1H 2A4

You CAN Make a Difference and Help Change 25,000+ Lives

Scarborough Centre for Healthy Communities (SCHC) has been serving Scarborough for close to half a century. Our health programs support individuals and their families dealing with illness, chronic disease, or facing the end of their life. We have community services like our Food and Clothing Bank, Active Living Centre, Adult Day Centre and Health & Wellness programs that provide support and encourage meaningful community engagement for vulnerable seniors, youth and newcomers.

With over 50 programs over 12 sites, SCHC experienced an 18% growth last year with more than 420,000 client visits. As the community continues to grow in number and diversity, the need for SCHC's programs continues to be on an upward trend.

Community fundraising is a significant source of revenue as we strive to meet the needs of our community. The majority of our government funding is program-specific and some of high-priority programs rely solely on our own resources. So, by supporting SCHC, you truly can make a difference and help change the lives of vulnerable children, youth, families and seniors in our community.

Third Party Fundraiser Ideas

Third Party Fundraisers are a great way for individuals and groups to support our charity! And there's no limit to the types of ideas and events that you can host. Engage your team and creative resources to determine what works for you! Here are just a few ideas to consider:

Auction
Arts and Crafts Show / Sale
Benefits Cocktail / Wine Tasting / Dinner
Bingo Night
Book Sale
Care Kits
Casual Friday collection at work
Car Wash
Concert

Donations in Lieu of Gifts (Birthdays, etc.)
Garage Sale
Golf Tournament
Loonie/Toonie Drives
Poker Tournament
Run/Walk/Ride
Sports Tournament
Trivia Night

Roles & Responsibilities

SCHC may provide the following in support of your activity:

- Endorsement letter that acknowledges the event / event organizer
- Material for your event (e.g. SCHC brochure, etc.)
- Promote event through available SCHC channels where applicable
- The use of SCHC's name and logo (approval required prior to use)
- Pending availability, a SCHC representative to attend your event
- Issue tax receipts where applicable

SCHC will not provide the following:

- Funding or reimbursement for event expenses
- Donor and supporter information
- Guaranteed attendance of staff or volunteers at your event
- Provide prizes, auction items, awards, etc.

Rules and Regulations:

- SCHC can only accept events that are consistent with our values, mission and vision
- SCHC's name and logo are registered trademarks which require permission prior to use
- Promotional materials may indicate that the event is "in support" of SCHC and / or name SCHC as a "beneficiary"
- Funds raised must be received within 30 days of the event
- Tax receipt information (pending eligibility) must be received within 90 days of the event
- It is the event organizer's responsibility to obtain all necessary permits, licenses and insurance for the event
- Event organizer agrees to adhere to all receipting policies as outlined by the Canada Revenue Agency
- SCHC reserves the right to withdraw from the event at any time and will not assume any costs that may be involved in doing so
- If the event is cancelled, the event organizer agrees to contact the SCHC at least two days prior to the event if possible
- SCHC will not assume any legal or financial liability
- SCHC is not responsible for any damage, accidents to persons or property

Third Party Fundraising Event Application Form

Event Name: _____

Date: _____ Time: _____

Location (Address/Facility/City): _____

Contact Name: _____

Contact Address: _____ Postal Code: _____

Contact Phone: _____ Contact Email: _____

Fundraising Goal: \$ _____ Expected Number of Attendees: _____

Event Description: _____

Note:

This Fundraising Event Form must be approved by SCHC prior to publicizing or holding the event. SCHC respects the privacy of its donors; we do not sell, rent, or trade our donor lists. The information we collect is used to process donations and keep our donors informed about our activities. Event organizers will be required to sign a privacy agreement prior to the approval of their event.

Success Tips – Here are some tips to help you succeed:

Step 1: Choose your event idea

Step 2: Pick date/time of the event

Step 3: Set a fundraising goal (this can help drive donations)

Step 4: Create a budget (see sample below)

Step 5: Create a work plan and set deadlines for tasks (recruit helpers)

Step 6: Promote and share your event widely

Proposed Budget Expenses & Revenue

Please provide an estimate on the revenue and expense below.

Anticipated Expense:

Venue	\$ _____
Food & Beverage	\$ _____
Prizes	\$ _____
Marketing & Promotion	\$ _____
Miscellaneous	\$ _____
Total Expense	\$ _____

Anticipated Revenue: \$ _____

Net Proceeds to SCHC: \$ _____

Comments: _____

Would you like a SCHC representative to attend the event (circle one)? Yes / No

Would you like to use the SCHC logo on your event promotional material (circle one)? If Yes, it will be emailed to you at the above email address: Yes / No

Would you like to have SCHC brochures for distribution to your event participants? Yes / No

If yes, what involvement will they have?

☐ Speech ☐ Cheque Presentation ☐ Press Conference ☐ Other: _____

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