



The Greater Dayton Disaster Relief Fund Fundraising Guidelines

The Greater Dayton Disaster Relief Fund (GDDRF) is in place to meet the needs of those impacted by the recent tornados that have devastated many of our local communities. The Dayton Foundation will distribute monies from this fund to charitable organizations that currently are working to address the immediate needs of food, clothing and shelter, and then will transition support to the rebuilding and recovery effort.

The Foundation appreciates your interest in helping to raise funds for GDDRF. The following guidelines should be followed.

Collection of Cash Donations

- All cash donations should be collected in a receptacle that is clearly marked for the GDDRF of The Dayton Foundation.
- Following the collection, proceeds should be accounted for and deposited with your financial institution.
- Upon deposit, request a cashier's check payable to The Dayton Foundation identifying the Greater Dayton Disaster Relief Fund and either mail or deliver to The Dayton Foundation at 40 N. Main Street, Ste. 500, Dayton, OH 45423.
- The Dayton Foundation will provide the organization with an acknowledgment letter for tax purposes. No acknowledgment will be sent to individual contributors.

Donations Made Using Dayton Foundation Donation Envelopes

- Dayton Foundation donation envelopes will be provided to organizations that do not want to collect cash donations or want to provide the opportunity for both cash and acknowledged individual donations. Please contact Carrie Dalrymple in advance of your event with the number of envelopes you would like and the required pick-up date.
- At your event, Dayton Foundation envelopes should be placed in an area that clearly states that donations are being made to the GDDRF of The Dayton Foundation. Individuals should place their donations in the envelope, and if desired, donors should provide their names and addresses. Sealed envelopes should then be placed in the appropriate receptacle for GDDRF donations.
- The fundraising organization should deliver the unopened envelopes to The Dayton Foundation, 40 N. Main Street, Ste. 500, Dayton, OH 45423.
- Donations that are made in the provided envelopes will only be acknowledged if the donor writes his or her name and address on the space provided.
- If no contact information is provided the donation will be treated as an anonymous donation to GDDRF.
- If cash donations also are being accepted for the benefit of GDDRF, separate from the Dayton Foundation envelope donations, please follow the cash donation guidelines above.

Credit Card Gifts

Contributions to GDDRF may be received by credit card via the payment portal at www.daytonfoundation.org. Dayton Foundation envelopes and flyers also will direct donors to our website. If you have questions or need additional information about these policies, please contact:

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