

Fundraising Approval Form

Instructions

Special Olympics
Montana



Special Olympics Montana (SOMT) follows fundraising guidelines set forth by Special Olympics North America (SONA) and American Specialty Insurance. Therefore, **ALL** fundraising approval forms must be submitted and approved by SOMT prior to any marketing including social media and printed materials and before contacting sponsors directly. SOMT has active sponsors in all areas and our development team can guide sponsor contacts so as to not duplicate asks.

For more information about **local area sponsors** please contact **Brenda Hergott**, Development Director:

Email: bhergott@somt.org
Phone: 406-315-4198

For questions involving **Unified Champion Schools (UCS)** fundraisers please contact **Terri Norman**, UCS Sr. Director:

Email: tnorman@somt.org
Phone: 406-315-4233

For questions involving **Law Enforcement Torch Run (LETR)** fundraisers please contact **Amy Bliss**, LETR Development Director:

Email: abliss@somt.org
Phone: 406-315-4212

Send completed Fundraising Approval form to:

Email: info@somt.org
Fax: 406-770-4464
Mail: Special Olympics Montana
PO Box 3507
Great Falls, MT 59403

SOMT will notify you with approval or advise you of the reason that SOMT cannot be affiliated with the fundraiser. A separate application must be submitted and approved each time a fundraiser is planned. A signed copy will be returned to the Area Director/AMT and/or Local Program.

All contracts required for the organization of the event must be signed by the CEO or COO of SOMT. Volunteers facilitating an SOMT fundraiser must have current SOMT Class A Volunteer paperwork on file at the SOMT Office. Check with Sue Hill, GMS Specialist (shill@somt.org or 406-315-4194) if you are unsure as to your proposed volunteer's status.

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Contact Information

Area _____ Local Program _____
Project Coord's Name _____ Day Phone _____
Mailing Address _____ City _____ Zip _____
Email Address _____ Phone _____

Proposed Fundraising Event

Project Name _____ LETR Event* YES NO
Date(s) of Event _____ UCS Event YES NO

Description of Project:

Sponsors

Will you be seeking sponsors for this fundraising project? YES NO
If so, please list the sponsors to be solicited and the amount requested of each.

Revenue

Expected Revenue _____ Expected Expenses _____ Net Revenue _____

Revenue directed to:
(Check all that apply & fill in the name of the area and team above.)

SOMT (State) Area (Circle) FVAR GLAR YVAR NEAR CRAR TCAR BSAR SWAR
 Area team: _____ Unified Champion School Club

Event Branding & Promotion

Will promotional materials be used? YES NO
Will this event be advertised on social media outlets or websites? YES NO

SOMT follows branding guidelines set forth by SONA. If you answered yes to either question above, please attach a copy of your proposed promotional materials for review.

Fundraising Coord Signature _____ Date _____

**LETR Events are any event that is predominantly lead, planned & implemented by Law Enforcement. Additionally, LETR events include any fundraiser related or similar to Tip-A-Cops and/or Polar Plunges. LETR events typically involve a revenue share between the local area and/or Team and the SOMT State Office.*

**All money from fundraiser must be turned into Finance Coordinator within 2 business days.*