

The Dougy Center



Community Fundraising Tool Kit



Be a Champion for Children & Families who are grieving



Thank you for your interest in conducting a fundraiser benefiting Dougy Center. Hosting a fundraiser helps to increase awareness of Dougy Center's mission and enable Dougy Center to continue to support grieving children and families.

There are many types of fundraisers you can do, and this kit includes what you need to organize your event or initiative. Thank you for your support of Dougy Center.

We hope you have an amazing fundraiser!

Tool Kit Contents

Information on:

- 1 Who we are
- 2 How your fundraiser will help Dougy Center
- 3 Steps involved in planning a fundraiser
- 4 Ways in which Dougy Center may be able to support your fundraising activity
- 5 Use of Dougy Center's name and logo
- 6 Money Matters — ways to collect donations, make receipts, and pay donations to Dougy Center
- 7 Your responsibilities as a fundraiser
- 8 Other ways to get involved


Forms for you to use:


- Fundraising Registration Agreement
- Fundraising Results Summary Form to be completed and issued with the funds raised
- Donor Receipt Form, to help us organize tax-deductible receipts for donations

We are here to help!

If you have any questions about the information in this kit, please contact the Special Events Coordinator of Dougy Center.

Special Events Coordinator

 503.542.4827

 rebeccas@dougy.org

Who We Are

The mission of Dougy Center is to provide grief support in a safe place where children, teens, young adults, and their families can share their experiences before and after a death. We provide support and training locally, nationally, and internationally to individuals and organizations seeking to assist children in grief.

Dougy Center, the first center in the United States to provide peer support groups for grieving children, was founded in 1982. A courageous boy named Dougy Turno died of an inoperable brain tumor at the age of 13. In the two months prior to his death, he was a patient at Oregon Health & Science University, where nurse Beverly Chappell, at the request of Swiss psychiatrist and pioneer in the field of death, dying, and bereavement, Elisabeth Kubler-Ross, supported Dougy and his family during his treatment. Bev quickly observed Dougy's ability to bond with other kids facing serious medical issues, how he intuitively knew he was dying, and how he helped other kids talk about their fears. After his death, Bev envisioned a place where children, teens, and their parents coping with the death of a family member, could share their experience with others who understood, who didn't tell them to "get over it" or judge how they chose to grieve. The first grief support groups met in Bev's home and has grown from that grassroots effort to become a sought after resource for children and families who are grieving. It is still the only year-round child-centered program offering peer support groups to grieving families in our community.



Today, Dougy Center serves over 550 children and their 425 adult family members each month. Our open-ended peer support groups meet every other week and are divided by age, type of death (illness, sudden death, murder, suicide) and who died (parent, sibling). Concurrent adult support groups meet at the same time for the caregiver of the child or teen who is attending group. Since our founding, Dougy Center has served 55,000 children, teens, and their families and has received national and international acclaim for our pioneering peer support model for helping children cope with the death of a family member.

We provide educational materials about children and grief and training opportunities to local and national agencies in need of our expertise. We are widely known for our groundbreaking grief support group model, and our expertise has spread nationally and internationally. Around the world, Dougy Center's pioneering model has been replicated through our trainings and the trainings of programs we've trained. We now estimate that there are over 500 organizations worldwide that are using our peer support group model and credit Dougy Center with their founding.

Dougy Center relies on the generosity of individuals, businesses, and foundations. We receive no government funding and are supported entirely by private donations and professional training fees. We never charge families for our services.

How your fundraising helps Dougy Center children and families

- \$10,000 provides seven families a year of support at Dougy Center
- \$7,500 provides one year of volunteer facilitator training and continuing education
- \$5,000 provides dinner to our *Pathways* groups for an entire year
- \$1,500 provides one year of grief support for a child and their adult care caregiver
- \$1,000 provides an intervention after a death at a local school or organization
- \$500 provides snacks to one peer-to-peer support group for a year
- \$100 corresponds to the cost of a year of sports equipment
- \$25 is the cost of 5 containers of tempera paint for our art room



What's next? Steps involved in planning a fundraiser

- 1 Decide on your fundraiser
- 2 Complete and sign the **Fundraising Registration Agreement** and return it to Dougy Center a minimum of 30 days prior to your fundraiser
- 3 Communication with our Special Events Coordinator to discuss your fundraising activity
- 4 Get ready to fundraise by enlisting support and publicizing your fundraising activity
- 5 Host your fundraiser
- 6 Within 2 weeks of finishing your fundraising activity, send or deliver all funds raised to Dougy Center
- 7 If any donors require receipts, record their details on the **Donor Receipt Form** and return to Dougy Center with all funds raised. We will mail tax letters to each individual.
- 8 We will work with you to recognize your fundraising achievements in a way that is meaningful to you and Dougy Center

It's that simple! All of your raised funds will contribute directly to providing grief support services to children and their families at Dougy Center.

We can help!

We can provide:

- Resources and materials such as brochures and event signage support
- Event flier template
- Logo and authorization to use
- Tour of Dougy Center for your fundraising committee
- Check presentation at Dougy Center
- A personalized website page to capture online donations to your event

Use of Dougy Center's logo

- Our logo must not be altered in any way. We will provide .jpg, .eps, or .png file formats.
- Do not use logos found on the internet. We will provide you with the most current version.
- Any collateral or products that display the logo must be approved by Dougy Center.
- It must be clear that Dougy Center is not hosting the event:
 - » **Acceptable:** *Fun Run, with net proceeds to Dougy Center*
 - » **Not Acceptable:** *Dougy Center Fun Run*
 - » **Acceptable:** *\$2 from every sale will go to Dougy Center*
 - » **Not Acceptable:** *Dougy Center's Silent Auction*

Fundraising Registration Agreement

Please complete the form below and return it to Dougy Center
Attn: Special Events Coordinator, P.O. Box 86852, Portland, OR 97286
or email it to Rebeccas@dougy.org



Organizer Name: _____

Group Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Contact Phone: _____ Contact Email: _____

Preferred Contact Method: _____ Home _____ Work _____ Cell _____ Email

If by phone, the best time to reach you: _____

Fundraising Details

Name of Fundraiser: _____

Location of Fundraiser: _____

Date of Fundraiser: _____ Time: _____ AM/PM to _____ AM/PM

Brief description of fundraising activity, including how funds will be raised:

- I understand and accept my obligation to remit the funds raised to Dougy Center within 14 days of the fundraising activity conclusion
- I understand Dougy Center has no liability in connection with this event
- I understand I need to get collateral approved

Signature: _____ Date: _____

Approved Y/N Further Action Required Y/N Notes: _____

Dougy Center Staff: _____

Money Matters — Fundraiser Results Summary



This form must be completed and returned to Dougy Center within 14 days of the fundraiser's conclusion.

Name of Fundraiser: _____ Date(s): _____

Full Name of Organizer(s): _____

Address: _____ City: _____ State: _____ Zip: _____

Contact Phone: _____ Contact Email: _____

Preferred Contact Method: _____ Home _____ Work _____ Cell _____ Email

If by phone, the best time to reach you: _____

Total Net Proceeds with this form: \$ _____

Please check that the following items are submitted with this form:

1 _____ **Funds Collected** (please do not send cash by mail). Please make checks payable to Dougy Center.

2 _____ **Completed Donor Receipt Form**

Thank you for supporting Dougy Center!

