



Third Party Fundraising Events

Any events, promotions, and drives conducted by an individual, group, or organization using their own time and resources to benefit RAHAB Ministries are considered 'third party fundraising events.' We are deeply grateful to those in the community who wish to contribute to RAHAB Ministries in this way and support survivors of sex trafficking. We hope this document is a helpful resource to help you determine if your event is a good fit for our ministry and provide clarity for the planning process.

Before hosting a third party event to benefit RAHAB Ministries, contact Director of Development, Bethany Miller, at bmiller@rahab-ministries.org or 330-814-6783 to discuss the plans for your event and expectations of our involvement.

Event Ideas

The following are just a few ideas of events you can host to raise valuable funds for RAHAB:

- Birthday or Anniversary Party – ask your friends and family to contribute to RAHAB Ministries in lieu of personal gifts!
- Business Give Back Event – If you own or operate a business, consider donating a percentage of sales for a week, asking customers to round up for RAHAB, or host a drive for hygiene items for the women and youth we serve.
- Host a meal – Host a catered meal and sell tickets above the cost of the food. Let your guests know that all proceeds will be donated to RAHAB!
- Take an offering at a service or event for RAHAB Ministries.

General Guidelines

- The responsibility of planning, organizing, and executing a third party event rests solely on the third party person or organization. While we are happy to provide limited guidance and answer questions, we do not have staff capacity to handle the various tasks involved with producing third party events.
- The organizer is responsible for all insurance, permits, licenses, contracts, and any other official and legal means needed to produce the event. RAHAB can not assume any legal or financial liability for a third party event.
- Third party fundraising events that benefit RAHAB Ministries must reflect positively on the organization, its programs, and its mission. RAHAB Ministries reserves the right to decline participation at any point in time for any event that does not align with our Mission Statement, Statement of Faith, or for any reason determined by RAHAB's staff or Board of Directors.
- While RAHAB cannot guarantee attendance at any third party events, we try to attend events that request a representative! For the best chance of securing our attendance, please notify RAHAB of your event date and details as early as possible.
- If you would like someone from RAHAB to speak or provide specialized training at your event, [fill out our Request a Speaker form here](#). Because human trafficking is a highly

sensitive subject, our speakers are trained to handle the subject matter with utmost care and dignity for the people involved. No one other than trained RAHAB Staff are permitted to speak on behalf of RAHAB Ministries or our work.

Financial and Charitable Giving Guidelines

- The third party event expenses are the responsibility of the organizer(s). Any necessary costs must be paid before the proceeds are donated to RAHAB Ministries. RAHAB Ministries will not fund or reimburse any costs associated with the event before or after the donation is made.
- Organizers are not able to use RAHAB's 501(c)3 charitable classification, federal tax ID number, or tax-exempt certificate.
- Because of the complex and strict IRS guidelines, RAHAB Ministries is unable to provide charitable tax receipts for any donations (of money, goods, or services) given to a third party fundraising event or organizer. **Do not promise or distribute any type of receipt from or on behalf of RAHAB Ministries.**
- If a donor wishes to receive a receipt for their financial gift, their check must be made out directly to RAHAB Ministries and submitted to RAHAB in its original form. A donor may also donate through our website to receive a receipt, and note the third party event in the comments section of the form to give credit to the event.

Submitting your event proceeds to RAHAB Ministries:

Mail a check(s), made payable to RAHAB Ministries, Inc, to:

RAHAB Ministries

3480 W. Market Street, Suite 330

Fairlawn, OH 44333

Marketing and Promotional Guidelines

- Please consult Director of Development, Bethany Miller, at bmiller@rahab-ministries.org or 330-814-6783 to discuss event details and promotional plans prior to associating RAHAB's name or logo with any event.
- If your event is approved for name and logo usage, you will be provided with our logo and guidelines for how the logo and organization name can be used. For approved events, RAHAB's logo will be available in color, all black, or all white.
- For approved events that would like to provide printed RAHAB materials, RAHAB can provide digital files of organizational documents for you to print for your event.
- RAHAB Ministries is not a sponsor of third party events and should only be listed as a "beneficiary" of the event.
- The organizers are responsible for all marketing for their own events.
- Contact RAHAB to arrange a check presentation at your event or at another time if you would like to include this in post-event publicity!

Questions?

Contact Director of Development, Bethany Miller:

bmiller@rahab-ministries.org or 330-814-6783