Naperville Half Marathon Races

2020

GERALD SUBARU Charity Program

Fill out and email a Charity Program Application, get approved as a Naperville Half Marathon Races Charity, and let us help you raise awareness and donations for your cause.

Charity Program Overview

The Naperville Half Marathon Races and Naper Events LLC want to be good citizens. Working together with cities, townships, park districts, sponsors, volunteers, schools, race committee members, and runners, **we can provide a broad based positive impact to the greater Naperville area** and throughout the country.

A vital part of the impact of the event is the associated charity program. **Each year, to help our neighbors in need, Naperville Half Marathon Races works with local, regional, and national charities** to help raise awareness, facilitate donations, and provide surplus race supplies to charities in the program. Last year, the program included over 1200 Charity Hero runners, and over $450,000 raised for charities.

Our program is 4-tiered, allowing charities of all different capabilities an opportunity to be involved.
- **Charity Hero teams:** teams of 15 or more charity runners get Charity Hero entry discounts and extra runner benefits in exchange for a fundraising commitment to one of our Charity Hero Charities.
- **Charity SuperHero teams:** Kids Marathon charity runners get Charity SuperHero runner recognition in exchange for a fundraising commitment to one of our selected Charity SuperHero Charities.
- **Charity Volunteer teams:** teams of race day volunteers that help with the event can promote their cause with promotional tents, banners, signage at their area of responsibility and will get a donation from the event.
- **Recipient Charity teams:** teams of 2 or more adult race day volunteers plus appropriate vehicles that help with the cleanup and loading of discarded clothing or leftover food and water can keep donations of the clothing or food and water respectively for their clothing resale or food pantry charities.

All of our Program Charities will be winners.
All Charity Hero teams, Charity Superhero teams, Charity Volunteer teams, and Recipient Charities will benefit from being involved and visible in a high-profile positive-atmosphere feel-good event that brings 10,000+ runners, friends, and family members out on race weekend, many of whom may be unaware of the good that your charity provides to their community.

The most successful charities take an active role, encouraging fundraising efforts well beyond the race minimums by providing a mix of fundraising tools, team camaraderie, pre or post-race meal, and race shirts promoting the charity to their runners. A small investment of time and money can turn into a great fundraising return by race day, and happy runners who come back every year and even bring friends to join them on your team. **Average donations for 2019 were over $350 per Charity Hero runner, which could translate to well over $10,000 per year to an active Charity Hero Team.**

All of our Charity Runners will be winners.
Beyond everything a standard entry fee runner gets, runners choosing a charity entry may get…
- discounts on race entries
- access to charity-runner exclusive village pre-race heated tent & gear check, massage, and extras
- unique recognition in the race bibs, program, or web site (Must register before 9/1)
- eligibility for program awards for top fundraisers
- the satisfaction of knowing they ran for a cause bigger than themselves.

All of our sponsors, volunteers, and our host community will be winners.
By being an integral part of the race, our host community, sponsors, and volunteers are directly responsible for the annual runner donations and their ripple effect to our charities. Working together, everyone involved in the races can take pride in being good citizens and helping our neighbors in need.

Naperville Half Marathon Races
November 7, 2019
www.runNaperville.com

Naperville Half Marathon Races

2020
GERALD SUBARU Charity Program

Race Obligations …

Naperville Half Marathon Races will provide your Charity Hero organization the following…

1. Publicity for your cause on the Race Website, Facebook, Runner Guide, and potentially in race press coverage.
2. "Early Charity Registration" for a period of 5 months, December thru April. **Application, link, and logo due before team access and discount codes are active.**
3. Discounts for you to offer to your runners, as shown below.

Discounts available	Price	Discount
Early Charity Registration thru 3/31	- 5k: from $23 - Half: from $55	- 5K: $ 7 (off $30 entry) - Half: $19 (off $74 entry)
Extended Early Charity Registration thru 4/30	- 5k: from $23 - Half: from $55	- 5K: $ 7 (off $30 entry) - Half: $24 (off $79 entry)
thru 8/30	- 5k: increases over time - Half: increases over time	- 5K: $ 7 - Half: $10

4. Space in Charity Village for your 10x10 tent or space for rent in a large heated tent as availability permits.
5. Space at your selected Charity Tent or Charity Village location for banners (2.5' x 9' Maximum)
6. Space for up to 4 banners on the start / finish barricades (Horizontal 3' x 6' maximum)

Naperville Half Marathon Races will provide your Charity Hero runners the following …
(Beyond the amenities available to all runners)

1. Access to a discounted registration as available
2. Unique Charity Hero recognition on your race bib (must register **for a team** before 9/1)
3. Charity Runner exclusive village amenities (must show charity race bib)
   a. Heated Charity Village tent with nearby porta-potties close to start / finish and downtown venues
   b. Gear-check dropoff within the heated Charity Village tent (all program charities)
   c. Gear-check pickup within the heated Charity Village tent (based on the program charity)
      i   only for specific charities offering this service
   d. Results booth within heated Charity Village tent
   e. Awards booth within heated Charity Village tent – multi-year Legacy and multi-race Challenge medals
   f. Photo-op booth within heated Charity Village tent
   g. Post-race stretching and massage within the heated Charity Village tent
4. Eligibility for Charity Hero Gold fundraiser listing (all fundraisers over $1000)
5. Eligibility for Charity Hero Champion Award (all fundraisers over $2000)

Naperville Half Marathon Races
November 7, 2019
www.runNaperville.com

Naperville Half Marathon Races

2020
GERALD SUBARU Charity Program

Charity Hero Runner Team Application

You may apply for one or multiple levels of Charity Participation

Applications for other levels are available at **www.runNaperville.com/charity-partner-registration/**

"Charity Hero" Charity Obligations …

I, the authorized Charity Representative, wish to apply to the Naperville Half Marathon Races Charity Program and promise that …

1. **RESERVED ENTRIES (required)**

   ☐ I will **pre-purchase 15 Reserved Charity Entries**, will have runners register at discounted rates **and commit to paying by 9/15, $30 for each reserved entry not used by 08/31**, and to forfeit those entries. (Invoice with deferred billing attached)

2. ☐ I understand that runners who register without their CODE and INVITATION will not count toward my reserved entries.

3. Each Charity Discount CODE and INVITATION will only be given to a runner who pledges to fundraise **(Select one, please)**
   ☐ $150
   ☐ $200
   ☐ $250
   ☐ other minimum of $_____

4. ☐ Upon donation commitment**, I will notify each charity runner via email** with their CODE and INVITATION, and that **their entry must be used within 7 days or before 9/01,** whichever comes first.

5. ☐ All funds donated by runners will be given to the above charity

6. Our organization will provide runners with the following **(Select all that apply, please)**

☐ On-Line Fundraising Tools	☐ Pre or Post-Race group meal	☐ Charity Village Gear Check	☐ Race Shirt

7. I will provide Naperville Half Marathon Races a link to our website page that includes the charity program logo and details how runners can pledge and get their Entry Discount CODE and INVITATION. I will not post entry codes or invitation links on my Charity website.

   ☐ URL Link (even if not yet live) _____

8. ☐ I have attached our Logo in hi resolution .pdf, .ai, .jpg, .png, or .eps format

9. ☐ I will insure that our website, shirts, and promotional material do not use the wording "Naperville Half Marathon Races", "Naperville Half Marathon", "Naperville 5k", or the race logo except for the Charity Program logo as shown in this document. I will update our website if a revised Charity Program logo occurs due to the addition of a Charity Program Sponsor.

10. ☐ I will refer to the event as the "Naperville Half Marathon Races" or the "Healthy Driven Naperville Half Marathon and 5k" on all written material and social media. I will not publicly promote by name any other event to occur either during the race itself or at race-affiliated events other than as sanctioned by the Naperville Half Marathon Races.

11. ☐ **On October 1st** I will provide Naperville Half Marathon Races **names of all our fundraisers over $1000, and all our fundraisers over $2000** for publicity purposes and for fundraiser award eligibility.

12. ☐ **On October 10, October 17, and November 15**, I will provide Naperville Half Marathon Races information on **total program dollars raised to date** for banner, award, and program recognition.

13. ☐ I will not display my sponsor names or logos on any signage within Race Village, other than on shirts that promote my charity.

14. ☐ **On Race Day**, I will provide constant supervision of any bags left by my runners or my charity workers within Charity Village. I understand that safety is a higher priority than convenience and that unattended bags will be discarded due to security concerns.

Naperville Half Marathon Races
November 7, 2019
www.runNaperville.com

Naperville Half Marathon Races

2020

GERALD SUBARU Charity Program

Group Name _____
(if a fundraising group for the charity listed below)

Charity Name: _____   501c3 #: _____

Address: _____   Contact Name: _____

_____   Email: _____

Website: _____   Phone: _____

Charity Financial Disclosure from IRS form 990

_____% to Program Recipients   _____% Fundraising Expense   _____% Administrative Expense

Compensation of Leaders:

$_____   _____   _____   _____
            % of Expenses   Paid To   Title

Authorized Representative

_____   _____

Signature   Date

_____   _____

Name (print)   Title

Naperville Half Marathon Races
November 7, 2019
www.runNaperville.com

Naperville Half Marathon Races

2020
GERALD SUBARU Charity Program

2020 Charity Hero Team Invoice

Naper Events LLC
Naperville Half Marathon Races
P.O. Box 3955
Saint Charles, IL 60174
630.667.6054 (Craig Bixler)

Date
11/07/2019

Due Date
9/15/2020

Description
Coded Charity Entries, Pre -Purchased

Contact
Charity & authorized representative info included with application

Contracted	Registered	Due	Description / name	Price Each	Amount
1	0	1	Unused Charity 5k or Half Entry #1	$ 30.00	$ 30.00
1	0	1	Unused Charity 5k or Half Entry #2	$ 30.00	$ 30.00
1	0	1	Unused Charity 5k or Half Entry #3	$ 30.00	$ 30.00
1	0	1	Unused Charity 5k or Half Entry #4	$ 30.00	$ 30.00
1	0	1	Unused Charity 5k or Half Entry #5	$ 30.00	$ 30.00
1	0	1	Unused Charity 5k or Half Entry #6	$ 30.00	$ 30.00
1	0	1	Unused Charity 5k or Half Entry #7	$ 30.00	$ 30.00
1	0	1	Unused Charity 5k or Half Entry #8	$ 30.00	$ 30.00
1	0	1	Unused Charity 5k or Half Entry #9	$ 30.00	$ 30.00
1	0	1	Unused Charity 5k or Half Entry #10	$ 30.00	$ 30.00
1	0	1	Unused Charity 5k or Half Entry #11	$ 30.00	$ 30.00
1	0	1	Unused Charity 5k or Half Entry #12	$ 30.00	$ 30.00
1	0	1	Unused Charity 5k or Half Entry #13	$ 30.00	$ 30.00
1	0	1	Unused Charity 5k or Half Entry #14	$ 30.00	$ 30.00
1	0	1	Unused Charity 5k or Half Entry #15	$ 30.00	$ 30.00
			Note: Invoice will be reduced after 8/31 to reflect charity invitation entries registered		
Total					$ 450.00

Naperville Half Marathon Races
November 7, 2019
www.runNaperville.com

Naperville Half Marathon Races

2020
GERALD SUBARU Charity Program

Suggested Charity Hero Logo and Text for your Website

We strongly recommend that the page to which runners navigate contains this Charity Program logo and all of the information needed for runners to donate and obtain their entry code.   If confusing or significant navigation is required, runners may choose another charity, or may choose general registration.

Sample ...

> Thank you for choosing _____.

Make a donation of $ ___ or more, DONATE HERE and contact _____ at 555-555-5555_____ to receive your Charity race entry invitation and discount code.   These are valid for 7 days, can be used to access an entry and discount to the Naperville Half Marathon Races, and includes a Charity Hero bib designation and Charity Village race amenities unique to Charity Hero runners who register by 8/31.

See the Naperville Half Marathon Races website for registration pricing and details.

Codes valid through 7 days from fundraiser commitment or 11:59PM CDT 08/31, whichever comes first.

Naperville Half Marathon Races
November 7, 2019
www.runNaperville.com

Naperville Half Marathon Races

2020

GERALD SUBARU Charity Program

Charity Hero / Superhero team key dates

Date	Event	Pricing
11/01	Early registration opens – general and charity	
11/01	Early Pricing begins - $74 / $30	
11/01	Charity early discounts begin - $19 / $7	Net $55 / $23 pricing begins 12/01
04/01	April pricing begins - $79 / $30	
04/01	Extended Early Charity pricing begins - $24 / $7 discount	
04/01	Kids race registration opens	
05/01	Charity standard discounts begin - $10 / $7	Net $69 / $23 pricing begins 05/01
06/01	June pricing begins - $84 / $30	
06/01	Charity standard discounts begin - $10 / $7	Net $74 / $23 pricing begins 06/01
07/01	Shirts and ¼ Zips guaranteed sizing deadline	
08/01	August pricing begins - $89 / $35	Net $79 / $28 pricing begins 08/01
08/01	Chicagoland Distance Challenge Medal guaranteed availability deadline	
08/31	Charity Hero registration deadline	
09/01	Charity revised invoices sent for unused entries below the 15 minimum	Net $89 / $35 pricing begins 09/01
09/01	Kids race registration deadline	
09/01	Bibs with first names and custom phrase registration deadline	
09/01	Shirt and ¼ Zip sizing limited availability begins (estimated)	
09/01	Chicagoland Distance Challenge medal limited availability begins (estimated)	
09/15	Charity invoice payments due for unused entries below the 15 minimum	
10/01	October pricing begins - $94 / $35	Net $94 / $35 pricing begins 10/01
10/01	Charity list of fundraisers over $1000 and $2000 due for awards & social media	
Fr 10/09	Charity / Club Kids bibs available	
Fr 10/09	Charity preliminary #1 total fundraising dollar figure due	
Fr 10/09	Charity list of all fundraisers not fulfilling their donation commitment due	
Fr 10/09	Charity Tent space / table / chair rental payment due, village banners due	
Th 10/15	Deadline for on-line registration with expo packet pickup	
Fr 10/16	In-person registration / pricing begins - $105 / $35	Net $105 / $35 pricing begins 10/16
Fr 10/16	On-line registration with race day packet pickup begins - $135 / $35	Net $135 / $35 pricing begins 10/16
Fr 10/16	Packet Pickup begins	
Fr 10/16	2021 NHM Cash purchase begins	
Fr 10/16	Charity preliminary #2 total fundraising dollar figure due	
Sa 10/17	Deadline for $30 Reserved Race-Day packet pickup - 5PM	
Sa 10/17	Kids Race – Nequa Valley	
Sa 10/17	5PM deadline for on-line registration with race day packet pickup	
Su 10/18	Race Day registration / pricing begins - $135 / $35	Net $135 / $35 pricing begins 10/18
Su 10/18	Race Day	
10/31	2021 NHM Cash / VnV Cash purchase deadline	
11/15	Charity final total fundraising dollar figure due	