

2023 GOODGIVING CHALLENGE RULES, POLICIES + PROCEDURES

1. The 2023 GoodGiving Challenge will be hosted by Blue Grass Community Foundation (BGCF) in partnership with Smiley Pete Publishing. All participants must adhere to its policies and procedures. It is the nonprofit's responsibility to participate in BGCF trainings on how to best participate in the Challenge.
2. All gifts must be made on the GoodGiving Challenge website (www.BGgives.org) between 9 a.m. on November 28 (Giving Tuesday) and 11:59 p.m. on Friday, December 1 to be eligible for the GoodGiving Challenge. Gifts other than credit/debit card and ACH check, including gift of cash, will not be accepted.
3. All gifts must be made by a Donor. Participating nonprofits are prohibited from donating to themselves or to any affiliated entity. BGCF or Smiley Pete Publishing cannot under any circumstance enter a Donor's gift.
 - a. Nonprofits may not use their own assets to make a gift to their organization through the Challenge (this includes depositing a cash, check or other gift from a donor and then making a gift to the Challenge).
 - b. Nonprofits may not collect checks and/or other donor gifts prior to the Challenge and then enter those gifts during the Challenge.
4. Donations are time stamped and processed when a Donor completes checkout on the BGgives.org website. The time stamp is based on the platform, not the Donor's computer. The time stamp cannot be adjusted.
5. The minimum gift that will be accepted for the GoodGiving Challenge is \$10. There is no maximum gift.
6. Every gift made by donors to nonprofits through the GoodGiving Challenge website (www.BGgives.org) is irrevocable and unrestricted.
 - a. If a nonprofit organization encourages donations for particular purposes, including promoting project specific peer fundraising pages, it is up to the nonprofit organization to honor the donor intent for said purposes.

7. Prizes awarded during the BGCF Endowment Challenge will be contributed to a qualifying nonprofit's Endowment Fund at BGCF. Nonprofit organizations will only be considered qualifying for endowment challenge prizes if the organization has an endowment fund at BGCF. Endowment funds must be opened prior to November 1 and meet BGCF's endowment fund minimum of \$10,000 to be eligible.
8. Donations to the Challenge are considered donations to BGCF and are granted in aggregate to the participating nonprofits at the conclusion of the Challenge. Please be aware that failed transactions do occur. Final checks to nonprofits will be reduced by the amount of any failed transactions, and the nonprofit's donation report will be updated to reflect the new total. While nonprofits may choose to issue a thank you note to donors, they should not issue a charitable acknowledgement because the Donor will receive an official charitable receipt via email immediately following his/her donation.
9. BGCF reserves the right to review all charitable donations and determine their eligibility as qualifying gifts for all GoodGiving Challenge matches and prizes. Gifts found in violation of these rules may be disqualified from receiving matches and prizes. Violations may also result in nonprofit disqualification for future Challenge participation.
10. All donations will be paid to the chosen nonprofit net of fees. The platform has a combined 5.3% fee per donation. BGCF and Smiley Pete Publishing support this giving event as a community service and do not financially profit from any fees.
11. Donors may elect to "OPT IN" to help cover fees during checkout. By selecting YES to cover the fees, the donation will be increased by 5.3% to help cover the fees.
12. Participating nonprofits shall not offer goods or services – including, but not limited to, dinner tickets, membership fees, admission tickets, prizes, incentives or other gifts – in exchange or as a reward for a donation to its nonprofit during the Challenge.
13. Unless a Donor requests to remain anonymous, participating nonprofits will receive the following information about their donors: contact information, amount, date and time of gift and any special instructions. Special instructions may include if the gift is in memory or honor of someone, or if the gift is for a specific program of the

nonprofit. For gifts from anonymous donors, nonprofits will receive only information about the amount, date and time of gift.

14. Nonprofit participants are encouraged to recruit their own match donors to further incentivize giving. These optional match donations may be made via BGgives.org, or directly to the nonprofit at the conclusion of the Challenge. Only match payments made on BGgives.org by credit card or eCheck/ACH will be eligible for prizes and other matching dollars. Match payments made by cash or by check made payable to the nonprofit and delivered directly to the nonprofit will not count toward their challenge totals. BGCF will not include any match prizes in the Challenge or leaderboard totals unless they are entered as donations through bggives.org.
15. The Leaderboard provides a snapshot summary of charitable activity during the Challenge. It is not used to determine the outcome of Challenge events and may not always reflect real-time reporting on donations made.
16. In order to participate in the 2023 GoodGiving Challenge, the following **is required by September 1:**
 - a. Organizations must have a GuideStar.org Gold Seal of Transparency
 - b. Organizations must be registered and in good standing as a 501(c)(3) nonprofit organization according to the Internal Revenue Code, or must be a charitable program that is fiscally sponsored by such an organization.
 - c. Organizations may not participate if they are identified by the Horizon Forum Hate Screen as participating in hateful activities.
 - d. Institutions of faith may only participate if fundraising for non-secular charitable programming, such as a food pantry that is operated from the organization. Educational programs operated within a religious institution, such as a parochial school, may participate so long as funding is for educational and/or purposes.
 - e. Organizations must be physically located within the Community Foundation's service area counties, listed below. Please note, a post office box does not constitute a physical location for Challenge participation requirements.
 - i. Anderson
 - ii. Bourbon
 - iii. Boyle
 - iv. Clark
 - v. Fayette
 - vi. Franklin
 - vii. Harrison
 - viii. Jessamine
 - ix. Madison
 - x. Magoffin

- xi. Montgomery
- xii. Morgan
- xiii. Rowan
- xiv. Scott
- xv. Woodford
- f. All required information logged into the BGgives.org site.
- g. \$500 participation fee received
- h. Sign and return the acknowledgement of receipt and understanding of these Rules, Policies and Procedures.

17. Failure to comply with any requirements or rules as outlined will disqualify nonprofits from participating in the 2023 GoodGiving Challenge, or from receiving prizes, match pools, and awards, and may disqualify the nonprofit from participating in future GoodGiving Challenges.

☐ I certify that I have read, understand and agree to all of the above rules, policies and procedures, as stated in this document. I agree to participate in the 2023 GoodGiving Challenge subject to these rules, policies and procedures.

☐ I certify that I have viewed the BGCF Rules, Policies and Procedures webinar, and I can provide the verification code: _____.

☐ I understand that failure to comply with any requirements or rules as outlined will disqualify my nonprofit from participating in the 2023 GoodGiving Challenge, or from receiving prizes, match dollars or awards, and may disqualify my nonprofit from participating in future GoodGiving Challenges.

Signature of Nonprofit Representative

Nonprofit Name

Printed Name of Nonprofit Representative