

Terms of Service Agreement and Eligibility/Nonprofit Participation Guidelines

2025 Brazos Valley Gives

www.brazosvalleygives.org



This document outlines the eligibility requirements, nonprofit participation guidelines and expectations for nonprofits that choose to participate in 2025 Brazos Valley Gives. Please review carefully before indicating your agreement during the online registration process at www.brazosvalleygives.org. Information in this document will be a valuable resource throughout your giving day campaign; a pdf version of this document can also be found at www.brazosvalleygives.org [nonprofit section].

2025 BRAZOS VALLEY GIVES – Tuesday, October 21

The Community Foundation's Annual Brazos Valley Gives Day is a month-long community giving initiative that culminates in 18-hours of on-line giving on Tuesday, October 21. Brazos Valley Gives brings the region together on one day and as "one community" to raise critical funding and awareness for nonprofits throughout the Brazos Valley. Championed by the Community Foundation, Brazos Valley Gives provides citizens and businesses an easy platform to support the mission and "good works" of local nonprofits that serve the Brazos Valley. Brazos Valley Gives strengthens nonprofits, empowers donors, and builds community. This annual giving efforts helps support local nonprofits working within the 7-county region of the Brazos Valley while advancing a strong culture of philanthropy.

With a single gift during Brazos Valley Gives, anyone can be a philanthropist with a minimal donation of \$10. Donors can contribute to as many nonprofits as they like. Nonprofit participation in Brazos Valley Gives is affordable and economical. Nonprofits that have a charitable endowment at the Community Foundation can participate in Brazos Valley Gives for \$50; all other 501(c)(3) nonprofits pay a \$150 registration fee. Registration fees provide funding for administrative and marketing-related expenses for Brazos Valley Gives. 100% of all donations go to the donor's designated nonprofit[s]. The online giving platform for the Brazos Valley Gives campaign is hosted by Neon One: <https://neonone.com/about/>

ELIGIBILITY - A Nonprofit Must:

- Have a physical location, mailing address and serve or provide services/programs in one of the following seven (7) counties in the Brazos Valley:
Brazos Burleson Grimes Leon Madison Robertson Washington
- Be classified as a 501(c)(3) nonprofit organization, 501(c)(19) or public charity as described by the IRS in Section 170(b)(1)(A) of the Internal Revenue Code (i.e., churches, schools, hospitals, municipal/city/county/state government entities), be in good standing with the state and IRS, and not be in violation of any applicable state, local or federal laws, ordinances or regulations. If classified as a 501(c)(3) organization, your nonprofit must fall in one of the following sub-categories to be eligible: 509(a)(1) OR 509(a)(2). This information can be found in your 501(c)(3) Letter of Determination issued to your nonprofit by the IRS.
- Acknowledge that 100% of proceeds raised through Brazos Valley Gives will go directly toward your organization's programs and services in the counties listed above.
- **Complete on-line registration and pay the registration fee by Friday, September 5, 2025 [midnight deadline].** After nonprofit is approved, organization must submit giving profile for final approval and posting to Brazos Valley Gives website by midnight on Friday, September 12, 2025 so that the profile is complete and ready for "early giving" which begins on Monday, September 22.

The following organizations are not eligible to participate in Brazos Valley Gives:

- Private Foundations (Operating and Non-Operating)
- Cemeteries
- Individuals
- Chambers of Commerce
- Foreign Organizations

PLEASE NOTE: *Approval of an organization's participation in Brazos Valley Gives does not constitute an express or implied endorsement by the Community Foundation of the Brazos Valley or any other Giving Day partner of a nonprofit or its mission.*

PARTICIPATION GUIDELINES

The Community Foundation of the Brazos Valley has developed the following rules and procedures to govern participation in Brazos Valley Gives and reserves the right to verify compliance. Failure to comply may disqualify an organization from participating in Brazos Valley Gives and may affect future participation and/or result in forfeiture of donations.

1. All organizations are to operate within the spirit of Brazos Valley Gives with the goal of promoting philanthropy with integrity, stewardship, respect, and service within our Brazos Valley nonprofit community.
2. Funds raised through Brazos Valley Gives:
 - May only be used for tax-exempt nonprofits and charities.
 - May only be used to benefit nonprofit programs in Brazos, Burleson, Grimes, Leon, Madison, Robertson, or Washington counties in Texas.
 - May not be used for political activity or lobbying.
3. All contributions received through Brazos Valley Gives are subject to the Community Foundation of the Brazos Valley's variance of power: meaning that the Foundation's Board of Trustees shall have the power to modify or eliminate any restriction, condition, limitation or trust imposed with respect to any funds or property the title to which has become vested in this Foundation if, in the sole judgement of the Board of Trustees, such restriction, condition, limitation or trust becomes unnecessary, incapable of fulfillment or inconsistent with the charitable needs of the community or area served.
4. Participation in Brazos Valley Gives does not guarantee that a nonprofit will receive funds. All organizations are responsible for encouraging their donors to give!
5. All donor information [e.g., donations, contact information, etc.] will be immediately available to respective nonprofits. The Community Foundation of the Brazos Valley will not directly solicit donors that give through Brazos Valley Gives. The Community Foundation of the Brazos Valley reserves the right to use donor information to share Brazos Valley Gives campaign materials and updates on the Community Foundation.
6. Funds from Brazos Valley Gives will be distributed no later than December 15, 2025.
7. **Brazos Valley Gives grants will be distributed via ACH. In the event a nonprofit does not have a local checking account, then the nonprofit must notify the Community Foundation requesting a check. Grant checks will be sent via US mail no later than December 15; nonprofits must cash checks NO LATER THAN MARCH 2, 2026.** In the event your grant check does not arrive in a timely manner due to postal or other constraints beyond our control, then you should contact the Foundation before March 2 to request a duplicate check due to a "lost check." **Failure to cash a Brazos Valley Gives grant check by March 2, 2026 will result in the forfeiture of proceeds, which will be carried forward to provide sponsor funding for 2026 Brazos Valley Gives.**

CONTRIBUTIONS TO BRAZOS VALLEY GIVES

1. Gifts will be accepted during the 18-hour campaign for Brazos Valley Gives on Tuesday, October 21.
2. Gifts will also be accepted during "early giving" from September 22 through Monday, October 20.

3. **Nonprofits that receive Brazos Valley Gives donations directly from their donors must deliver these donations [cash or checks made payable to CFBV - BV Gives or the Community Foundation] in order for these donations to be considered for incentive prizes. In order for these funds to be eligible, these donations must be delivered to the Community Foundation no later than 5 p.m., on Tuesday, October 21.**
4. Organizations are responsible for soliciting donations on their own behalf.
5. Contributions must be 100% deductible. For more details on this requirement, see below regarding “Ineligible Contributions.”
6. Donations made by check must be made payable to Brazos Valley Gives – CFBV or the Community Foundation. Checks made out directly to your organization will not be accepted.
7. For online donations, donors will have the option to increase their donation by 5.1% to cover the platform and processing fees. This increase is fully tax-deductible to the donor, but does not get passed along to the designated nonprofit(s). If the donor opts out, then the nonprofit will be responsible for these fees. Nonprofit will also pay a 30 cent fee per credit card donation.
8. **To avoid CC processing fees, donors are encouraged to make donations of \$1,000 or more by check.**
9. Tax receipts for all donations made online during Brazos Valley Gives will be provided to donors immediately following their donation via e-mail. Tax receipts for all donations made by cash/check/IRA/donor-advised donation/stock transfer during Brazos Valley Gives will be provided to donors by the Community Foundation of the Brazos Valley via U.S. mail.

Eligible contributions include: Online credit card donations at www.brazosvalleygives.org; checks (payable to CFBV - Brazos Valley Gives or Community Foundation and accompanied by an official donor form); corporate grants received by the deadline; gifts of stock; donations from donor-advised funds; and IRA contributions. Cash gifts are discouraged.

Ineligible contributions: In keeping with IRS guidelines on tax deductible donations, no gifts can be made in which the donor might receive or expect to receive a benefit.

- Thus, the following types of gifts are ineligible through Brazos Valley Gives: Fees for admission, registration, tickets, or any other type of non-tax-deductible payment; membership dues; tuition; funds raised by a participation through raffles, drawing, auctions, or other events.
- Tickets for gala-style fundraising events are ineligible contributions, as an event of that type would typically include “benefits” such as food/drinks/entertainment.
- By contrast, hosting an informal house party for which no ticket purchase is required to attend, and then during that house party suggesting that attendees make a donation to Brazos Valley Gives would generate an **eligible** contribution.

MARKETING AND USE OF LOGOS

In an effort to promote a unified and branded communication approach, the Community Foundation of the Brazos Valley will coordinate a cohesive marketing campaign for Brazos Valley Gives. The Community Foundation will provide Brazos Valley Gives logos and marketing materials to all participating nonprofits and business/media partners. A nonprofit toolkit and additional marketing materials are available at <https://www.brazosvalleygives.org/resources>. Nonprofits are encouraged to visit Brazos Valley Gives website [for *nonprofit section*] to view tools, templates, and language to include in their Brazos Valley Gives promotional materials.

Participating nonprofits are also encouraged to acknowledge all donations with personal thank you notes.

2025 Brazos Valley Gives

PLANNING TIMELINE [7-8-2025 update]



Tues, July 1	Nonprofit Registration Opens for 2025 Brazos Valley Gives
Fri, Aug 1	Deadline for Early Bird \$500 Registration Prize [NOON deadline; winning nonprofit will be eligible for other giving day prizes]
Fri, Sept 5	DEADLINE for Nonprofits to Register and Pay Registration Fee to participate in 2025 Brazos Valley Gives [MIDNIGHT - deadline]
Fri, Sept 12	DEADLINE for Nonprofits to Submit Profile for Final Approval and Posting to Brazos Valley Gives website [MIDNIGHT - deadline]
Mon, Sept 22	"EARLY GIVING" Begins [Monday, September 22 thru Tuesday, October 21 - 4:59 a.m.]
Mon, Sept 22	Neon Repeat Your Donation email campaign – automatic email with Thank You for your 2024 donation and option to repeat your donation
PENDING 3:00 – 5:00 pm	Brazos Valley Gives Nonprofit Meeting and 7th Annual Brazos Valley Gives Media Launch and Chamber of Commerce Deluxe Ribbon Cutting PENDING -- Legends Event Center - 2533 Midtown Park Blvd, Bryan [LOTS OF UPDATES and new features, prize updates, distribute BV Gives t-shirts to new nonprofits; distribute yard signs, posters, ... success stories]
Tues, Oct 21	7th ANNUAL BRAZOS VALLEY GIVES DAY - 18 hours of on-line giving On-Line Giving -- 5:00 a.m. - 11:00 p.m. Drop-Off Locations for donations [cash, check, business donations -"big check" photo ops]
Thurs, Oct 31	Deadline for Brazos Valley Gives Reimbursements [reimbursements to donors]
Thursday, Nov. 13	2025 Brazos Valley Gives Community Celebration of Philanthropy [afternoon] Check Presentations, Sponsor Recognition, and \$2,500 Golden Ticket Drawings [nonprofit representative must be present to win] – Marine One/4141 Pavilion – Bush Library
No later than Dec 15	Participating nonprofit organizations will receive grants via ACH transaction.
March 2, 2026	FIRM DEADLINE to cash Brazos Valley Gives grant checks [if nonprofit does not have a local checking account, then nonprofit will receive a grant check]

Visit the Brazos Valley Gives website for more additional nonprofit resources and updates to this info:
www.brazosvalleygives.org --- "For Nonprofits" section

STILL HAVE QUESTIONS?

- Patricia Gerling, President/CEO president@cfbv.org · 979.224.3813[cell]
- Brazos Valley Gives Co-Chair - Julie Porter jmp0429@gmail.com · 979.777.0032 [cell]
- Brazos Valley Gives Co-Chair/BV Gives Marketing Communications - Molly Watson · mollycwatson@icloud.com 979.450.4223 [cell]

Or call the Community Foundation office at 979.589.4305.

A copy of this Terms of Service Agreement and Eligibility/Nonprofit Participation Guidelines is posted on <https://brazosvalleygives.org> in the Nonprofit Resources section, should you need to review during the course of the 2025 BRAZOS VALLEY GIVES campaign.



Please indicate by checking the appropriate box that you have read, understood, and agree to the Terms of Service Agreement / Nonprofit Participation Guidelines as outlined within this document.

Additional Terms of Service and Acknowledgements:

By participating in Brazos Valley Gives, my nonprofit acknowledges the following:

- I certify 100% of the proceeds my organization raises through Brazos Valley Gives will go directly towards my organization's programs/services/beneficiaries located within the 7-county Brazos Valley region as defined by Brazos Valley Gives eligibility rules.
- I certify that my organization will provide supplemental information and supporting documentation to substantiate my organization's eligibility including an IRS Letter of Determination.
- I certify that my organization is in good standing with the state and IRS and is not in violation of any applicable state and/or federal laws, ordinances, or regulations. Further, I understand and agree that participation in Brazos Valley Gives does not constitute an endorsement of my organization or mission by the Community Foundation of the Brazos Valley or any Brazos Valley Gives day partner.
- I certify that my organization will use Brazos Valley Gives proceeds for fully tax-deductible purposes per the IRS and that donors to my organization will not purchase memberships, tickets, raffle tickets, or any other item that could be viewed as a benefit for their donation.
- I certify that my organization will not encourage donors to fulfill pledges for matching gifts made through Brazos Valley Gives.
- I understand that important and urgent Brazos Valley Gives information will be sent to the primary contact for my nonprofit and information may be posted on the Brazos Valley Gives social media pages (Facebook, Twitter, Instagram); my organization should follow those social media accounts to stay best informed. Additional information may also be distributed via email.
- I certify that my organization understands that registration for participation in Brazos Valley Gives is \$150.00 and \$50.00 [for nonprofit partners that have a charitable endowment at the Foundation]. I further understand that the processing and platform fee to participate in Brazos Valley Gives is 5.1% of all credit and debit card donations. This fee is a combination of credit/debit card processing [2.2%; 3.2% for AMEX] and a 2.9% event/giving day platform fee. The default option for all donations is based on payment by the donor. If the donor opts out of paying fees, then my nonprofit will cover fees. My nonprofit will pay 30 cents per credit card donation.
- I further certify that by participating in Brazos Valley Gives, my organization consents to be photographed, filmed, and/or otherwise recorded. My organization's participation constitutes our consent to such photography, filming, and/or recording.
- I certify that my organization understands that Community Foundation of the Brazos Valley has a 6-to-8 week verification period for Brazos Valley Gives donations and that a final distribution will be calculated at the end of the verification period, with grant checks distributed via ACH or mailed no later than December 15, 2025.
- **In the event that my nonprofit does not have a local checking account and receives a grant check via mail, I certify that my organization understands that we have until March 2, 2026, to cash our Brazos Valley Gives check;** failure to do so will result in the forfeiture of our Brazos Valley Gives proceeds, which will be redirected into a general fund to provide sponsor funds for 2026 Brazos Valley Gives.

- I certify that my organization accepts full responsibility and liability for any Brazos Valley Gives event, in-person or virtual, hosted by my organization and the Community Foundation, and thus releases the Community Foundation of the Brazos Valley and its Brazos Valley Gives partners from any and all liability.
- The Community Foundation of the Brazos Valley will not directly solicit donors that give through Brazos Valley Gives unless they select the Community Foundation as a gift recipient. The Community Foundation of the Brazos Valley reserves the right to use donor information to share Brazos Valley Gives campaign materials and updates on the Community Foundation.
- I accept and acknowledge that any use of the Brazos Valley Gives name, logo, or materials, in relation to any event or fundraising activity we participate in or host is our sole responsibility and does not constitute any type of partnership, agreement, or liability with Community Foundation of the Brazos Valley and its Brazos Valley Gives partners. In addition, any events or activities will adhere to our local and state requirements and community health guidelines, as appropriate.
- I understand that it is the sole responsibility of my organization to notify the Community Foundation, in writing, of any change of address or change in banking information.
- The Community Foundation of the Brazos Valley will not share or sell donor information to any other organization or entity.

Terms and Conditions

Click and drag your cursor to sign your name.

* Sign below to affirm you have read and agree to the Terms and Conditions. ? Download and read the terms and conditions [here](#)

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This document was last updated on 7/9/2025.