

HOW THE NOMINATION PROCESS WORKS

- **YOU ARE A MEMBER IN GOOD STANDING** This means you have registered as a member and donated \$100 in the previous quarter.
- **YOU SUBMIT A NOMINATION** You fill out the **MEMBER** section of the Nomination Form (found on our website) and have your **NONPROFIT** fill out their section. You submit it to the contact listed on the form at least 2 days before the next meeting.
- **WE VERIFY THE CHARITY'S TAX STATUS** We search their Tax ID number in federal and state databases.
- **YOU COMMUNICATE WITH THE CHARITY** If you would like a representative to attend our meeting and potentially give a presentation, **please invite them.**
- **YOU MUST BE PRESENT AT THE MEETING** If your nomination is one of three drawn from the hat, you must be present even if someone else gives your "pitch."
- **IF YOUR NOMINATION IS NOT DRAWN** It will remain in the hat for subsequent meetings unless/until you ask us to remove it.
- **IF IT IS DRAWN BUT DOES NOT WIN** It will remain in the hat for subsequent meetings unless/until you ask us to remove it.
- **IF YOUR NOMINATION WINS** It will be removed from the hat and be ineligible for 2 years. At any point after that you may nominate them again if you would like to. Also, **please invite the charity to send a representative to our NEXT meeting** to update us on how our donations have been put to work.
- **WE WILL DELIVER THE CHECKS** We usually wait about 3 weeks for checks and online donation receipts to come in. Then we schedule a time to deliver them and take a photo for Facebook. All members are welcome to attend.
- **TIMELY PAYMENTS MAY BE MATCHED** Winners may be eligible to receive a 50% match from the Richard M. Schulze Family Foundation, but we have only 4 weeks from our meeting date to submit a request. For details go to schulzefamilyfoundation.org/ and search for 100 Women.

Our website: 100womenwhocareportland.org

4/4/2022