



Presentation Guidelines

Presentations should be simple and not overly formal. However, you may need to do a small bit of research in order to present a charity. Those submitting charities must be members of 100 Women Who Care – Marion Ohio. If your charity is one of the three chosen to present, the name on the nomination must be the presenter.

When you are ready to present your organization, here is a list of things that you should be prepared to discuss:

What is the name of the organization? _____

Where is the organization located? _____

What is the mission of the organization? _____

What purpose does the organization serve? (what do they do, how do they do it)

How would the organization benefit from receiving the donation? How will the funds be used?

Who is responsible for discharging funds? _____

What are their administrative fees? (Hint...they should not have any) _____

Are they a recognized 501 (c) (3)? _____

If chosen, to whom would the group make a check payable to? _____