



Hello 2012 Sprinters!

Thank you for registering for the First Annual Hands On Charlotte Sprint For Service on Saturday, June 16.

We welcome all participants! You may chose to register as an individual and we can place you on a team. Or, you may register a group of 2-5 individuals as a team.

This document contains information that you may find helpful, including:

1. Sprint For Service rules
2. Frequently Asked Questions
3. Fundraising Tips
4. Day of Event Checklist

Most important things to know:

- o Each Sprinter must raise a minimum of \$25 for Hands On Charlotte. Payment can be accepted in cash, check to Hands On Charlotte, or credit card, and donations will be accepted through our event registration web site. If registering after May 25, a \$25 registration fee also applies and is payable upon sign up on active.com (you will receive instructions upon pre-registering for the event.) We do encourage you to raise more than the \$25 minimum, and prizes will be given to the top fundraisers and top team fundraiser.
- o Prizes will be awarded to: the top three finishing teams (see rules for how to win); top individual fundraiser and top team fundraiser.
- o Teams must arrive at the starting location, Queen City Q, 225 East 6th Street, at 8am on Saturday, June 16. There, we'll supply breakfast and collect pledges. At 9am SHARP, we'll give you your first clue and send you on your way! Don't be late!
- o After the race, we will have a Celebration of Service at Queen City Q. location. During the Celebration, prizes will be awarded and everyone can enjoy food and beverages.
- o All participants will receive a Hands On Charlotte t-shirt.

Thanks again for supporting Sprint For Service. Please feel free to contact the Sprint for Service registration help desk at [handsoncharlotteinfo@gmail.com](mailto:handsoncharlotteinfo@gmail.com) with any questions.

We are looking forward to an amazing day!



## Sprint For Service RULES

Sign-in begins at 8:00am the starting location, which will be announced shortly. At 9:00am SHARP, all teams will simultaneously draw and open the clue to their first destination, at which point they depart.

- o Teams' first projects will be at different points throughout the course; destinations all follow the same sequence.
- o Each destination will be staffed by a site host. Tasks must be approved by the site host, and the passport must be stamped by the host before teams receive their next clue. (Passports are how we determine if teams completed all the tasks, so don't forget to get yours stamped!)
- o Teams may travel to each site by any means possible. Most teams use cars, and a car is recommended.
- o Teams may use-and we recommend-smart phones, cell phones, friends at home, GPS, etc to help determine destinations.
- o Each member of the team DOES NOT need to be present for each task, unless otherwise designated by the clue. (This means in areas where parking may be a problem, one person can stay in the car while the other members of the team complete the task).
- o Each site host is prepared to distribute the final clue to teams who have not completed the course by 1:00pm.
- o The winning Sprint team is the team that has the most stamps and crosses the finish line prior to 1:00pm. In the case of a tie, the team with the fastest time will win.



## Frequently Asked Questions

- **How many members can be on my team?**

Each team should have two to five members. Each individual is asked to raise a minimum of \$25.

- **Do I have to be a member of Hands On Charlotte to participate?**

No.

- **What's the minimum age to participate?**

The minimum age is 12. Youth 12 and older can participate as long as Hands On Charlotte receives a completed Youth Waiver Form.

- **What if we can no longer participate? Can I get our money back?**

Your team deposit is non-refundable.

- **How will Hands On Charlotte accept payment/pledges? Can my sponsors pledge online?**

We can accept checks payable to Hands On Charlotte, cash, and credit card. Sponsors can pledge online at [www.giving.com/donate/HOCSprintForService](http://www.giving.com/donate/HOCSprintForService)

- **When is the balance due?**

The balance is due upon check-in on June 16.

- **Will my sponsors receive tax information from Hands On Charlotte?**

Yes.

- **What will I receive for participating in the Sprint?**

You will receive a Hands On Charlotte t-shirt and an invitation to the Celebration of Service afterwards with complimentary snacks and beverages. You will also have the satisfaction of knowing you made a difference in your community.

- **Is a car required to participate in the Sprint?**

A car is highly recommended.

- **Is there parking at each destination?**

Parking is available at most destinations. For those sites where parking is tight, one teammate will be instructed to stay with the car.



- **Will maps or directions be provided? Can we use maps, GPS or smart phones?**

The clue provided upon successful completion of your tasks will direct you towards the next destination. Yes, you can use a map, GPS or smart phones, and a combination of the three is recommended.

- **What happens if it's raining?**

If it's raining, we get wet. This event is rain or shine. Bring rain gear, but think sun!

- **How long is each task?**

Each task at participating agencies will be 15 - 25 minutes long.

- **Can we call friends, or use our smart phones to aid in solving tasks?**

Yes, you can.

- **Can we go to destinations out of order?**

No, the Sprint follows a specific sequence and you must travel in that sequence.

- **What happens if there's a line or bottleneck at a destination?**

Teams are starting in different places, yet traveling in the same sequence to minimize bottlenecks. Additionally, service tasks are designed to be completed by several teams at a time. In the event of a logjam, teams will proceed in the order in which they arrived.

- **What happens when we successfully complete a task?**

After you complete a task, the volunteer checker at the site will check your work and, if successful, will stamp your Sprint passport and give you the clue to your next destination.

- **Do all team members have to complete all tasks?**

Unless otherwise indicated on your clue, all team members are required to participate in tasks. However, at sites where parking is tight, one teammate can stay with the car.

- **What if my team isn't finished at 1pm when the Sprint ends?**

If at 1pm, you haven't yet reached your final destination, the volunteer checker at your site will provide you with a clue to the final destination.

- **How are prizes awarded?**

Prizes are awarded to the top individual fundraiser and the top team fundraiser. Prizes also are awarded to the first three teams to complete the Sprint.



## Fundraising Tips

As you are trying to meet your fundraising goal, remember that creativity goes a long way. Here are some ideas of ways to raise more money.

- Start early and ask everyone you know...the earlier you start, the more time you have to meet and go beyond your goal. Ask everyone at work, church, book clubs, alumni groups-anyone you know! People are often excited to donate, but won't know about your efforts if you don't tell them.
- Use your social media outlets. Post your active.com link on Facebook so your friends can easily donate money to your goal; also, keep a blog leading up to Sprint and update your blog after you've finished Sprint. Post regularly, and make sure to include updates.
- Ask about matching gifts. Many companies will match gifts made to charitable organizations. Mention this to donors when they donate, and you may be able to double the donation. (Note: Make sure to bring any matching gift forms to Sprint check-in on June 16).
- Share your story. Have you volunteered with Hands On Charlotte in the past? Tell potential donors how you've made a difference by volunteering.
- Use your competitive-side...challenge another team (or individual on your team) to raise more money than you. If you want to raise the stakes, have the losing team/person post your active.com link on their Facebook page (or similar type item). Use this information in your advertising to entice people to donate to you.
- Be creative! Host a fundraising event with your team to support your efforts. Host a Kentucky Derby or NASCAR party, and ask everyone in attendance to make a donation to your team.
- Designate a sale day...ask a local store you frequent to have a day dedicated to your effort. Ask for a specific percentage of sales for the one day, and advertise to all your friends & family.
- Remind, remind. How long has it been since your first round of emails? Sometimes our message gets lost in the shuffle, so don't be afraid to send reminder emails to your contacts.
- Thank your donors...after Sprint, include a picture of your team crossing the finish line with the thank you cards you send out.



## Day of Event Check-List

- Closed toed shoes (these are required for some of the projects) and clothing that you don't mind getting dirty
- Donations Received: Pledge Collection Form, checks, cash, & matching gift forms received by supporters
- Weather-related gear (sunscreen, hats)
- Cell phone, Smartphone, GPS, map, and friends' phone numbers to call if you get stuck on a clue!
- Water & snacks to tide you over until the Celebration of Service
- Camera