



USA Boccia

Third-Party Fundraising Policy

Approved by the Board of Directors on 8/18/2026

Purpose

This policy establishes the standards, requirements, and approval procedures for individuals, clubs, businesses, schools, and community groups (“Organizers”) who wish to host independent fundraising events in support of USA Boccia. The policy ensures that all activities align with USA Boccia’s mission, values, brand identity, and legal obligations.

Definition of Third-Party Fundraising

A third-party fundraiser is any event, activity, or promotion organized independently—without USA Boccia managing or operating the event—to raise funds for USA Boccia programs.

Examples include:

- Boccia skills challenges
- School or club fundraisers
- Restaurant give-back nights
- Corporate jeans days
- Community tournaments
- Birthday or online fundraisers

USA Boccia may provide limited support, but the Organizer is fully responsible for planning and executing the event.

Scope

This policy applies to all third-party events that:

- Use the USA Boccia name, logo, or brand assets

- Publicly identify USA Boccia as the beneficiary
 - Request USA Boccia support, materials, or authorization
 - Collect donations intended for USA Boccia
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Approval Requirements

All third-party fundraising events must be submitted for approval using the **USA Boccia Third-Party Event Application**.

Approval is required before:

- Using the USA Boccia name or logo
- Promoting USA Boccia as the beneficiary
- Requesting a letter of authorization
- Requesting promotional support
- Requesting tax-receipt processing

USA Boccia may decline events that do not align with organizational values or that pose reputational, legal, or safety risks.

Organizers must submit:

- Event description
 - Date, location, and format
 - Promotional plans
 - Donation handling plan
 - Sponsorship or solicitation materials (if applicable)
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USA Boccia Support & Limitations

USA Boccia May Provide:

- Logo and brand-approved materials
- Social media amplification
- Flyer templates
- A representative or speaker (when available)
- A letter of authorization
- Tax-receipt processing for eligible donations
- A custom online donation page (if appropriate)

USA Boccia Cannot Provide:

- Event funding or underwriting
 - Volunteers or staffing
 - Insurance or liability coverage
 - Donor lists or contact information
 - Tax-exempt numbers for event purchases
 - Event management or logistics support
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Branding & Promotional Requirements

Required Language

All promotional materials must include:

“This event is in support of USA Boccia and is not an official USA Boccia event.”

Logo Use

- Logo use requires prior written approval.
- Logos may not be altered, recolored, stretched, or combined with other graphics.
- Athlete images may not be used without explicit permission.

Public Representation

Organizers may not:

- Imply that USA Boccia is a co-host or sponsor
 - Speak on behalf of USA Boccia
 - Create new USA Boccia materials without approval
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Financial Handling & Donation Processing

Donation Submission

All proceeds must be submitted to USA Boccia **within 15 days** of the event.

Accepted methods:

- Checks payable to **USA Boccia**
- Online donations through an approved USA Boccia page
- Cash (must be counted by two individuals and documented)

Tax Receipts

USA Boccia can issue IRS-compliant receipts **only when**:

- Donations are made directly to USA Boccia
- Donor name and address are provided
- No goods or services were received in return

USA Boccia **cannot** issue receipts for:

- Raffle tickets
 - Auction purchases
 - Event admission
 - Sponsorships with benefits
 - Items sold
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Event Standards & Compliance

Event Alignment

Events must reflect USA Boccia's mission, values, and inclusive spirit.

Prohibited Activities

USA Boccia does not permit association with:

- Telemarketing
- Door-to-door solicitation
- Political endorsements
- High-risk or unsafe activities
- Unapproved outreach to USA Boccia families, athletes, or donors
- Unapproved use of athlete photos

Legal & Safety Requirements

Organizers are responsible for:

- Permits and licenses (raffles, alcohol, food service, venue)
- Insurance and liability coverage
- Volunteer management
- Safety protocols
- Compliance with federal, state, and local laws

USA Boccia assumes **no liability** for third-party events.

Reporting Requirements

Within **15 days** of the event, Organizers must submit:

- Total funds raised
 - Donation collection sheet (if applicable)
 - Donor list for tax receipts
 - Event photos (optional but encouraged)
 - A brief event summary
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Termination of Approval

USA Boccia reserves the right to withdraw approval at any time if:

- The event violates this policy
- The event misrepresents USA Boccia
- Safety or reputational concerns arise
- The Organizer fails to follow branding or financial guidelines