



FREQUENTLY ASKED QUESTIONS

WHAT IS THE MISSION OF 100 WOMEN WHO CARE – ELK RAPIDS AREA?

“To build a community of caring women who strive to maximize their positive impact in the Elk Rapids Area and throughout Antrim County by gaining awareness of the work of local nonprofits and collectively giving to support them.”

IS 100 WOMEN WHO CARE A NATIONAL ORGANIZATION?

Yes. 100 Women Who Care was founded in Jackson, Michigan in 2006 and has grown to include more than 400 chapters in the United States plus 500 more around the world because of its simple, collective, impactful model. Our chapter benefits from this affiliation through its promotion of best practices and inter-chapter communication.

WHAT ARE THE REQUIREMENTS OF MEMBERSHIP?

Members commit to donating \$100 three times per year (\$300 annually) to support local nonprofits that serve residents in Antrim County. Attendance at meetings is not mandatory but your donation is. If you find that you are unable to make this commitment, you forfeit your right to participate in voting and nominating nonprofits, *and after two missed donations, your membership will be suspended.* Membership is for a one-year period of time and will renew automatically unless notice is given. Members may withdraw at any time by emailing 100womenelkrapids@gmail.com.

HOW DO I BECOME A MEMBER?

It couldn't be easier! Simply complete and submit the [Membership Form](#)

CAN I SUBMIT MY DONATIONS BY WRITING A CHECK?

Yes, you may write a \$100 check payable to the selected nonprofit at each meeting. If you can't attend, either send a blank check with a friend to complete and submit or or send a check, payable to the selected nonprofit to: 100 Women Who Care – Elk Rapids Area, PO Box 722, Elk Rapids, MI 49629.

CAN I SUBMIT MY DONATIONS ON-LINE?

Yes, we are pleased to offer an on-line payment system which is run by the nonprofit Grapevine Giving Foundation. After setting up a Grapevine account, you'll have two payment options using either a credit card or bank account transfer:

1. Tri-Annual subscription: Automatically charges your credit card/bank account after each of our three meetings. (You are free to change or cancel this subscription at any time.) Most of our Grapevine users choose this convenient option.
2. Pay for each meeting separately: You must log into your Grapevine account and authorize your credit card payment/bank account transfer for that meeting only. If you select this option, you may also pay *before* each meeting, as your donation will be held until the name of our selected nonprofit is known.

ARE THERE ANY FEES ASSOCIATED WITH USING GRAPEVINE?

Yes, there are:

- Credit Card Processing Fee: A fee of \$2.50 (\$3.50 for American Express) will be charged for every credit card transaction.
- Bank Account Transfer Fee: A fee of \$.80 will be charged for every bank account transfer.
- Grapevine does NOT charge a fee for their services, but they do provide you with the opportunity to give them an OPTIONAL tip which helps pay their staff.
- For additional details, refer to the [Grapevine FAQ page](#).

DO I HAVE TO SET UP A GRAPEVINE ACCOUNT?

No, but we'd like you to, even if you don't plan to use their services to remit your \$100 tri-annual donation. We do, however, keep track of all donations received on Grapevine's platform, so we will add your name, even if you choose not to use Grapevine's services..

IS MY DONATION TAX DEDUCTIBLE?

Yes, your donation is tax deductible when made directly payable to the selected nonprofit 501(c)(3) organization or via Grapevine. A year-end statement will be provided by Grapevine which lists your donations. Your canceled check should

suffice for payments made directly. Please contact your tax advisor or visit the IRS Website for further information.

HOW MUCH OF MY DONATION GOES TO ADMINISTRATIVE COSTS OF 100 WOMEN WHO CARE – ELK RAPIDS AREA?

Absolutely zero! 100% of your donation goes directly to the selected nonprofit. 100 Women Who Care –Elk Rapids Area is organized and operated by a steering committee that volunteers their time and resources. We do not collect dues or fees for operating expenses, but we welcome sponsorships and will gladly accept “in kind” or monetary gifts to the “Ship’s Fund” to help defray administrative costs and meeting venue fees.

WHAT DOES 100 WOMEN WHO CARE – ELK RAPIDS AREA DO WITH MY PERSONAL INFORMATION?

As stated on the Membership Form, 100 Women Who Care – Elk Rapids Area collects your personal information (including name, email address, phone number, and mailing address) strictly for the purpose of keeping in contact with our members. 100 Women Who Care – Elk Rapids Area will not sell, give, or otherwise share your personal information. If you write a check directly to a nonprofit, you may receive an acknowledgement of your donation, but we have asked them not to solicit you further. We may occasionally recognize our members via social media and other media or take group photos. If you want to remain anonymous, please let us know at the time you join.

HOW LONG DO MEETINGS LAST?

One of the beauties of this model is that meetings last no more than one hour. We ask that you check in 30 - 15 minutes prior to the meeting. Usually, our meetings start promptly at 5:30 pm. Occasionally our meetings will start at a different time, but we will let you know. Opportunities to socialize after the meeting will be communicated to members at least one week prior.

WHAT HAPPENS AT A MEETING?

Generally, our meetings will go as follows:

5:00 to 5:30 pm – Check-in and mingling

5:30 pm – Meeting begins

- Welcome and opening remarks by a steering committee member.
- Three nominated nonprofits will be randomly selected.

- The members who nominated the selected nonprofits will each have five minutes to present their organization to the group following the established presentation guidelines..
- A brief (5 minutes, maximum) Q&A will follow each presentation.
- Members submit their anonymous ballot, either in-person or by proxy, and votes are tabulated.
- While the votes are being counted, a representative from the nonprofit that received the previous meeting's collective donation will share how their organization is using our gift.
- The nonprofit that garnered the most votes is announced and checks are collected from members desiring to pay directly instead of via Grapevine.
- Closing remarks by a steering committee member.

6:30 pm – Meeting is adjourned.

CAN I BRING A GUEST TO A MEETING?

Of course you can! However, in order to vote, your guest will need to join 100 Women Who Care – Elk Rapids Area by completing a [Membership Form](#) which will be available at the meeting. Even if your guest is not a member, she is welcome to donate to the selected nonprofit on her own.

WHAT HAPPENS IF I CAN'T ATTEND A MEETING?

If you cannot attend a meeting in-person, you have the following options:

- Give your blank \$100 check to another member who will be attending. After the nonprofit is selected, that member can fill in the name of the selected nonprofit on your check and turn it in for you.
- A day or two after the meeting, an email announcing the selected nonprofit will be shared with all members. If you were unable to attend the meeting, you will be asked to submit your payment via Grapevine, or mail your \$100 check payable to the selected nonprofit to: 100 Women Who Care – Elk Rapids Area, PO Box 722, Elk Rapids, MI 49629 within two weeks after the meeting.
- If you would also like to register your vote for one of the three nonprofits randomly chosen at the meeting, you may ask a fellow member to act as your proxy. Before the meeting starts, your proxy must sign in to obtain your ballot, then she may cast your vote during the meeting. Submitted Nonprofit Nomination Forms will be available on our website in advance of the meeting for your review and ranking.

WHICH NONPROFITS CAN BE CONSIDERED FOR NOMINATION?

The organization **MUST** be:

- A 501(c)(3) or certain other tax-exempt organization, including public schools and municipalities.
- Headquartered, or have an active presence, in Antrim County. This includes regional and national nonprofits that provide direct service to residents of Antrim County. Our collective donation **MUST** be utilized in Antrim County. For instance, the Grand Traverse Regional Land Conservancy is headquartered in Traverse City but their service area includes Antrim County. They would be eligible if our donation was used for a project located in Antrim County.

The organization may **NOT** be:

- A regional or national organization that does not, or cannot, assure that funds will be used in Antrim County (i.e. The American Cancer Society)
- A political entity
- A religious or faith-based organizations unless their project serves residents regardless of faith affiliation, and our donations are not used to proselytize
- Individuals or families

HOW DO I NOMINATE A NONPROFIT?

Any member in good standing may nominate a nonprofit. The [Nonprofit Nomination Form](#) must be completed and submitted to 100womentelkrapids@gmail.com **no later than the Thursday before the meeting**. Nominations **MUST** be received one week prior to the meeting in order to be eligible for selection at the meeting. All eligible nominations will be posted on our website by the Monday prior to the meeting so that members can review.

BESIDES COMPLETING THE NOMINATION FORM, AM I RESPONSIBLE FOR DOING ANYTHING ELSE?

Yes. You are also responsible for giving a 5-minute presentation (followed by questions & answers) at the meeting about the nonprofit organization you are nominating. No PowerPoint or collateral materials, please. These [Presentation Tips](#) will help you prepare for your presentation. Don't worry; your presentation will be brief and the audience is supportive.

CAN A REPRESENTATIVE FROM THE NONPROFIT GIVE OR ASSIST IN THE PRESENTATION?

A representative of the nominated organization is allowed to attend and assist with questions. The nominating member is responsible for the presentation.

WHAT HAPPENS IF MORE THAN ONE MEMBER NOMINATES THE SAME NONPROFIT?

Because we want to encourage members passionate about an organization to participate in the nomination process, multiple nominations for a single organization are allowed. When this happens, only the first form drawn will be presented; all other forms for that charity are discarded. This ensures that we will always have three *different* nonprofits represented. The member whose form is *drawn first* at the meeting must be the presenter. They cannot defer that responsibility to another member. Other 100 Women Who Care chapters have found that this discourages “packing the ballot box.”

CAN A MEMBER NOMINATE MORE THAN ONE NONPROFIT AT A SINGLE MEETING?

No. Each member is allowed to nominate ONE nonprofit per meeting.

IS THERE ANY LIMIT ON HOW MANY TIMES A NONPROFIT CAN BE PRESENTED?

A nonprofit may be *presented* no more than twice in a calendar year. If not selected, members are able to re-nominate the following year. Note that this does not limit the number of times a nonprofit can be *nominated* if it is not randomly selected for presentation.

HOW OFTEN CAN A NONPROFIT BE SELECTED TO RECEIVE OUR DONATION?

A selected nonprofit will not be eligible to be nominated again until two years after receiving our first donation.

IF A NONPROFIT IS NOMINATED, BUT NOT SELECTED, WILL IT AUTOMATICALLY GO BACK “IN THE HAT” FOR POSSIBLE SELECTION AT A FUTURE MEETING?

No. A member must resubmit the Nomination Form and be present at any future meeting in order to nominate that nonprofit.

DO I *HAVE* TO NOMINATE A NONPROFIT ORGANIZATION?

No. While all members in good standing have the opportunity to nominate a nonprofit, it is *not* a requirement of membership. Just by listening to the nonprofit nomination presentations, voting and then submitting your donation, you are doing your part as a member of 100 Women Who Care – Elk Rapids Area.

CAN A NONPROFIT NOMINATE ITSELF?

No, a member must nominate a nonprofit. However, a member who is an employee, Board Member, or volunteer of a nonprofit can nominate that organization.

WHAT IF I DON'T CARE FOR THE NONPROFIT THAT WAS CHOSEN AT THE MEETING?

It is expected that every member will support the selected non-profit organization democratically chosen by the group. A possible exception is if a member has a conscientious objection to the use of her donation for the stated purpose.

HOW DO I KNOW THAT MY DONATION TO THE SELECTED NONPROFIT WAS USED FOR THE PURPOSE IT WAS INTENDED?

As with any donation, we cannot guarantee that the nonprofit will use the funds as intended. However, a requirement of our gift is that a representative from every selected nonprofit return to a subsequent 100 Women Who Care – Elk Rapids Area meeting to share specifics on how our collective donation will be, or has been, used to benefit residents in our area.

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