



## **FREQUENTLY ASKED QUESTIONS**

### **Nonprofit Nomination Process**

#### **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 organization 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. To be eligible, you must have been a participating member for at least one giving cycle and be up to date on all donations. The [Nonprofit Nomination Form](#) must be completed and submitted no later than the Thursday before the meeting. Member 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.

**CAN MORE THAN ONE MEMBER NOMINATE THE SAME NONPROFIT?**

In the interest of equalizing the odds of being chosen, only one member may nominate each nonprofit for consideration at each meeting. If we receive more than one nomination for the same nonprofit, we will attempt to connect the nominating members so they can collaborate and decide which member should nominate. If we don't hear back, the first member to submit their form will be entered in the drawing.

**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.

**ARE THE TWO RUNNER-UP ORGANIZATIONS AWARDED ANYTHING IF THEY ARE *NOT* SELECTED?**

Yes! The two runner-up organizations will receive \$1,000 each with the balance going to the organization that receives the most votes. The runner-ups will still be eligible to present two times per year.

**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.

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