# Parkinson's Champaons

# **ENDURANCE HANDBOOK**





Run4PD@Parkinson.org 763-317-1308

Run4PD.org
ParkinsonsChampions.org

# **PARKINSON'S CHAMPIONS ENDURANCE:**

Parkinson's Champions are racing toward a cure! Our Parkinson's Champions athletes raise funds and awareness for the Parkinson's Foundation while competing in some of the world's most popular endurance events. Every step we take brings us closer to a future without Parkinson's disease, because Parkinson's isn't a sprint, it's a marathon.

# **TABLE OF CONTENTS**

- 2. About the Parkinson's Foundation
- 3. Parkinson's Champions Endurance Programs
- 4. Program Timeline
- 5. Program Perks
- 6. Parkinson's Champions Training Program
- 7. Communication Methods
- 8. Tell Your Story
- 9. Champions Cheer Team
- 10. Current Teams Information
- 13. Fundraising Quick Start Guide
- 14. Next Level Fundraising
- 17. Fundraising Integrations
- 18. 6-Week Fundraising Plan
- 19. 12-Week Fundraising Plan
- 20. Sample Messages Email
- 24. Sample Messages Texts
- 25. Sample Messages Social Media
- 26. Frequently Asked Questions
- 29. Deferral & Cancellation Policies





The Parkinson's Foundation makes life better for people with Parkinson's disease (PD) by improving care and advancing research toward a cure. In everything we do, we build on the energy, experience and passion of our global Parkinson's community.



We focus on improving care – through our <u>Global Care Network</u>, providing <u>education for medical professionals</u>, offering <u>Community Grants</u>, and through our <u>Parkinson's Outcomes Project</u>.

We work to educate and empower the PD community by providing free resources including: <a href="educational books">educational books</a>, in-person <a href="events">events</a>, <a href="eweblack">webinars</a>, <a href="eputational books">podcasts</a>, a life-saving <a href="hospitalization kit">hospitalization kit</a>, and our toll-free <a href="Helpline">Helpline</a>, staffed by Parkinson's specialists who answer nearly 30,000 calls annually.

We are advancing research toward a cure by <u>investing in scientists</u> who are on a mission to understand the basic mechanisms of Parkinson's critical to developing <u>new treatments and medications</u> while identifying and addressing the unmet needs of people with PD by driving <u>cutting-edge</u>

<u>research</u> on a wide range of patient-driven topics.

# LEARN MORE ABOUT WHAT YOUR DONATIONS GO TO SUPPORT HERE

# Better Lives. Together.

# Parkinson's Champaons Endurance Programs

# **OFFICIAL TEAMS**

We as the Parkinson's Foundation sign up as an official charity partner with some of the world's most popular race events. This allows us to purchase a limited number of bibs/entries to each race event that we are permitted offer at little or no cost to our athletes in exchange for a commitment to fundraise a certain amount (listed at Run4PD.org). We also provide athletes with fun benefits (see next page) such as swag, training support, celebration get-togethers and more. The Parkinson's Foundation is not involved in organizing the race events themselves, only in providing support to our Parkinson's Champions athletes as they train and fundraise.

# **HONORARY ATHLETES**

Some athletes end up purchasing their own bib/entry to one of the same races we are an official charity partner with, or end up getting accepted through the race organization's lottery system. Since these athletes have their own bibs/entries and do not need to use ones purchased by the Parkinson's Foundation, Honorary Athletes get all the same benefits as official team members, but only need to hit a fundraising minimum of \$500.

# **RUN YOUR OWN RACE**

Through our Run Your Own Race program, athletes can take part in ANY fitness event anywhere in the world. These athletes purchase their own bib/entry to the race event they have chosen, and have a more flexible fundraising minimum of only \$500. Run Your Own Race participants enjoy many of the same benefits and perks that our official team members get.

# **CHAMPIONS @ HOME**

If you are looking to set your own personal fitness challenge (such as run 30 miles this month, plank every day for a week, swim across a local lake, etc.) our Champions @ Home program might be the perfect fit for you! This flexible, self-directed program has no fundraising minimum. Learn more at <a href="ChampionsAtHome.org">ChampionsAtHome.org</a>

# **PROGRAM TIMELINE**

While every event we take part ins event has a slightly different registration process and logistics timeline, this is generally what each athlete can expect through their Parkinson's Champions Endurance journey:

- 1. Prospective athletes apply for any races their are interested in at Run4PD.org. For our more popular races (such as the New York City Marathon, Chicago Marathon, & runDisney Races) we encourage folks to apply as early as possible, often over a year in advance. call us or video guide
- 2-3. Fundraising Page: Once race registration opens, we will send you instructions to register your fundraising page (or let you know where you are on the waitlist). You can still backout anytime with no consequence.
- 4. Official Race Registration: At some point soon after creating your fundraising page, you will receive a link to reserve your official spot in the race (also known as your digital "bib" or "entry"). At this point you are responsible for meeting the required fundraising minimum or you may be charged for any remainder 60 days after the race. Learn more about our Deferral/Cancellation Policies
- 5. RunnerBox Welcome Kit: Once you have claimed your digital bib/entry, we will order your official Parkinson's Champions Endurance Welcome Kit from our friends at <a href="https://example.com/The RunnerBox">The RunnerBox</a> filled will all sorts of fun supplies to help kickoff your training!
- 6-8. Parkinson's Champions Benefits: Over the following months you will receive all sorts of great benefits, such as: access to personalized coaching provided by <u>Enhance Sports</u>, invitations to virtual meetups, special prizes, and much more.
- 9-10. Race Weekend: During the 2-3 days prior to your race, you will visit the official event expo to pick up the physical bib you will wear while running in the race. Where available, you can join us for a Team Celebration Party the day before the race, and your friends and family can join us at our cheer station along the race route as part of our Parkinson's Champions Cheer Team.
- 11-12. Post-Race: A day or two after your event, you will receive a link to our post-race survey where you can opt-in to receive any of the fun fundraising incentives you have earned. You will then have until 60 days after the race to complete any final required fundraising.



# PARKINSON'S CHAMPIONS PERKS

# RUNNERBOX & RACE SINGLET

Every Parkinson's Champions athlete receives a special Welcome Kit provided by our partners at The RunnerBox chock-full of products to help you get ready for your race. Your kit will also include your Parkinson's Champions singlet (race jersey). Kits will be sent out as soon as you have claimed your official bib/entry to your address on file. Need help picking a singlet size? Check out our Singlet Sizing Chart.

Loved your RunnerBox? You can order more or even give one as a gift at TheRunnerBox.com



# **FUNDRAISING REWARDS**

You can earn all sorts of fun rewards just by fundraising! You can earn these items up until race-day, and they are generally sent out the week after. Want to get them early? Just message us and we'll see what we can do!



# **MEETUPS & CELEBRATIONS**

Throughout your Parkinson's Champions journey, you will receive invitations to a variety of special team get-togethers. Every race team will have at least 1 Virtual Info Session & 1 Virtual Team Hangout. Where possible, we will also be hosting an in-person Team Celebration Party with tasty food and drink the day before the race.



# OTHER SWAG

Looking for other awesome Parkinson's Champions swag? There is tons to purchase through our Parkinson's Champions Store. You can also design your own BibBoards and get our special team discount. Just use code "Run4PD" at checkout.



# DISNEY TRAVEL SUPPORT

For all of our athletes taking part in runDisney events, we have established a special partnership with Magical Park Vacations to provide top-notch support for all of your Disney related travel needs. Run by a former Parkinson's Foundation staff member they have special knowledge about traveling with PD! Fill out our Disneyland or Disney World interest forms for info.

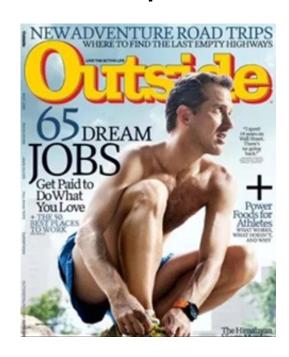


# PARKINSON'S CHAMPIONS TRAINING PROGRAM

All champions receive personalized race training provided by Mikael Hanson, a USA Cycling and USA Triathlon certified coach and the founder of <u>Enhance Sports</u>.

# Program benefits include:

- Direct Access to Official Race Coach
- Complimentary **Training Peaks** Account
- Training Newsletter
- High-Quality Training Plans and Materials
- Special Offers and Discounts from Top National Brands
- Virtual & In-Person Training Meetups (where available)



Note: Training program elements may vary by event and race length.

To ask questions or get your training started early, you can reach

Mikael at 917-848-5229 or EnhanceSports@aol.com

For extra tools to optimize your training, check out our Champions Training Calendars:



5k Training Plan
10k Training Plan
8-week Marathon Training Plan
16-week Marathon Training Plan



# STAY IN TOUCH SE

MAIN WEBPAGE: <u>ParkinsonsChampions.org</u>

APPLICATION PAGE: Run4PD.org

EMAIL: Run4PD@Parkinson.org

PHONE/TEXT: 763-317-1308



Join our Parkinson's Champions Endurance
Facebook group to be the first to hear exciting
announcements and connect with other
athletes around the world!

Facebook.com/groups/ParkinsonsChampions



Do you track your runs on Strava? Join our Parkinson's Champions Club!

Strava.com/clubs/PFChamps

# **GET THE MESSAGE**



Parkinson's Champions now have text alerts! Don't be surprised if you receive an occasional message from 763-299-6898, that is us! You can text and call this number too (redirects to our main line at 763-318-1308)



Make sure to add Run4PD@Parkinson.org to your email contact list so you don't miss any messages from us (keep an eye on your spam folder too). Also, while you are signed up as an active Parkinson's Champion, please don't opt-out of any Parkinson's Foundation emails, so you are getting all of the important updates.

# TELL YOUR STORY [9]



Inspire others (and boost your fundraising!)
by sharing your story.

Why are you running for the Parkinson's Foundation?

Why is this cause important to you?

What motivates you to run this year?

# **OPTION 1**

Share your story by sending an email to Run4PD@Parkinson.org.

# Be sure to include:

- 1 short paragraph detailing why you are raising funds and running this year.
- 1-2 resolution photos (in a common photo format, i.e., jpeg, png, etc.)



# **OPTION 2**

# Submit a My PD Story

Another great way to share your story is to submit a My PD Story.

If you share your story on our site, please email it <a href="mailto:Run4PD@Parkinson.org">Run4PD@Parkinson.org</a> if you'd like us to help spread the word.







# Parkinson's Champions Cheer Team!

Are you looking for a fun way to volunteer for the Parkinson's Foundation & raise your voice while raising awareness?

We invite you to join the Champions Cheer Team to inspire our Parkinson's Champions athletes as they challenge themselves at races and marathons across the country!

Let your friends and family know to sign up - its the only way to get all the updates about our official race Cheer Zones, and access to cheer supplies, snacks, and swag on race day!

# Join now at:

Parkinson.org/ChampionsCheer



# **CURRENT RACE TEAMS**



RACE: Walt Disney World Marathon Weekend

**TEAM WEBSITE:** PDChampionsDisneyWorld.org

**RACE WEBSITE:** runDisney.com

**SUPPORT EMAIL:** runDisney.com/Contact

**SUPPORT PHONE:** 407-939-4786



**Disneyland Half Marathon Weekend** 

PDChampionsDisneyland.org **TEAM WEBSITE:** 

**RACE WEBSITE:** runDisney.com

runDisney.com/Contact **SUPPORT EMAIL:** 

407-939-4786 **SUPPORT PHONE:** 



RACE: Miami Marathon & Half **TEAM WEBSITE:** PDChampionsMiami.org

**RACE WEBSITE:** The Miami Marathon.com

migmimarathon@LTevents.zendesk.com **SUPPORT EMAIL:** 

SUPPORT PHONE: (305) 278-8668



**Disney Princess Half Marathon Weekend** RACE:

PDChampionsDisneyPrincess.org **TEAM WEBSITE:** 

runDisney.com **RACE WEBSITE:** 

runDisney.com/Contact **SUPPORT EMAIL:** 

407-939-4786 SUPPORT PHONE:



**Los Angeles Marathon** RACE:

**TEAM WEBSITE:** PDChampionsLA.org

McCourtFoundation.org/pages/LA-Marathon **RACE WEBSITE:** 

Solutions@McCourtFoundation.org **SUPPORT EMAIL:** 

818-671-7970 **SUPPORT PHONE:** 



RACE: **NYC Half Marathon** 

**TEAM WEBSITE:** PDChampionsNYCHalf.org

NYRR.org/NYCHalf **RACE WEBSITE:** 

help.nyrr.org/s/contactsupport **SUPPORT EMAIL:** 

SUPPORT PHONE: 855-569-6977

# **CURRENT RACE TEAMS**



RACE: Disney Springtime Surprise

TEAM WEBSITE: <a href="PDChampionsDisneySurprise.org">PDChampionsDisneySurprise.org</a>

RACE WEBSITE: runDisney.com

SUPPORT EMAIL: runDisney.com/Contact

**SUPPORT PHONE:** 407-939-4786



RACE: Big Sur Marathon

TEAM WEBSITE: PDChampionsBigSur.org

RACE WEBSITE: <u>BigSurMarathon.org</u>

SUPPORT EMAIL: <u>support@hakusports.com</u>

**SUPPORT PHONE:** 831.625.6226



RACE: Eugene Marathon

TEAM WEBSITE: <a href="PDChampionsEugene.org">PDChampionsEugene.org</a>
RACE WEBSITE: <a href="EugeneMarathon.com">EugeneMarathon.com</a>

SUPPORT EMAIL: <a href="mailto:lnfo@EugeneMarathon.com">lnfo@EugeneMarathon.com</a>

SUPPORT PHONE: (541) 345-2230



RACE: Falmouth Road Race

TEAM WEBSITE: <u>PDChampionsFalmouth.org</u>

RACE WEBSITE: <u>falmouthroadrace.com</u>

SUPPORT EMAIL: <a href="mailto:lnfo@FalmouthRoadRace.com">lnfo@FalmouthRoadRace.com</a>

**SUPPORT PHONE: 508-540-7000** 



RACE: Chicago Half Marathon & 5k

TEAM WEBSITE: PDChampionsChicagoHalf.org

RACE WEBSITE: <u>chicagohalfmarathon.com</u>

SUPPORT EMAIL: <u>ChicagoHalf@LTevents.ZenDesk.com</u>

SUPPORT PHONE: 773-412-1515



RACE: Twin Cities Marathon Weekend

TEAM WEBSITE: PDChampionsTwinCities.org

RACE WEBSITE: <u>TCMevents.org</u>

SUPPORT EMAIL: <a href="mailto:lnfo@tcmEvents.org">lnfo@tcmEvents.org</a>

**SUPPORT PHONE: 651-289-7700** 

# **CURRENT RACE TEAMS**



**RACE:** Chicago Marathon

**TEAM WEBSITE:** PDChampionsChicago.org **RACE WEBSITE:** ChicagoMarathon.com

Office@ChicagoMarathon.com **SUPPORT EMAIL:** 

**SUPPORT PHONE:** 312-904-9800



RACE: **Marine Corps Marathon** PDChampionsMCM.org **TEAM WEBSITE: RACE WEBSITE:** MarineMarathon.com

**SUPPORT EMAIL:** mcmCustomerService@USMC-MCCS.org

(703) 784-2225 SUPPORT PHONE:



**New York City Marathon** RACE: PDChampionsNYC.org **TEAM WEBSITE:** 

NYRR.org/TCSnycMarathon **RACE WEBSITE:** help.nyrr.org/s/contactsupport **SUPPORT EMAIL:** 

855-569-6977 **SUPPORT PHONE:** 



Disney Wine & Dine Half Marathon Weekend RACE:

PDChampionsWineAndDine.org **TEAM WEBSITE:** 

**RACE WEBSITE:** runDisney.com

runDisney.com/Contact **SUPPORT EMAIL:** 

407-939-4786 **SUPPORT PHONE:** 



Philadelphia Marathon RACE: **TEAM WEBSITE:** PDChampionsPhilly.org PhiladelphiaMarathon.com **RACE WEBSITE:** 

Info@PhiladelphiaMarathon.com **SUPPORT EMAIL:** 

SUPPORT PHONE: NA



# **QUICK START GUIDE**

With a few quick easy steps you can kick off your Parkinson's Champions fundraiser and start bringing in support.

If this is your first fundraiser, getting started can feel a bit intimidating.

Just remember: "Giving Feels Good!"

There are many people in your community who are excited for the opportunity to make the world a better place, and you are just giving them the opportunity to get involved.

# 1. Login to your Participant Center

- Head to your race's Team Page and click "Log In" in the upper right corner
- Reach out to us if you have forgotten your username or password

# 2. Personalize your Fundraising Page

- Scroll down until you find the box labeled "Personal Page"
- Click "URL Settings" to create a custom web address
- Click "Edit Content" to add a personal message
- Click "Update Media" and add a nice photo of you or your loved one

# 3. Start your Facebook Fundraiser

- Find the blue Facebook box, and click "Edit Fundraiser Content"
- When you are prompted, login to your account
- Your Facebook Fundraiser will appear
- Any donations you receive through Facebook will be automatically added to your fundraising page (may take 24-48hrs)

### 4. Spread the word!

- Share your custom URL (fundraising page link) on social media, by email or text, or even send it in a letter. The more places the better.
- Make sure to share updates on your training and fundraising. You supporters will love to hear how your efforts are going.

# **HELPFUL LINKS**

**Participant Center Video Guide** 

**Facebook Fundraiser Video Guide** 

**Champions Social Media Toolkit** 

**DIY Event Toolkit** 

**Donation Impact Flyer** 

**Great Example Fundraising Pages** 

Password: CHAMPS123

# **THE RUNDOWN**

### **TELL YOUR STORY**

The most important thing you can do is tell your story. Why is this cause important to you? Why did you choose to run this year?

### SHARE YOUR PAGE

Share your fundraising page link in as many places as possible. Post it to social media, email it to your community, text it to your friends and family.

### SAY THANK YOU

As you go along, make sure to express your gratitude for all the support you receive. Then say it again!

# TAKE YOUR FUNDRAISING TO THE NEXT LEVEL



Are you ready to take your fundraising to the next level? There are all sorts of fun ways to boost your efforts! We are also always available to hop on a call and help you brainstorm, so just reach out!

# **CHECK MAILING**

Yes! Your supporters can donate by check! On your fundraising page, under the blue "Donate" button on the right side, you will see a "Mail-In Donation" button. If you click that, it will create a custom form that you can send to your donors to include with their check.

### **CHECK MAILING ADDRESS:**

Parkinson's Foundation 200 SE 1st St. Ste. 800 Miami, FL 33131



# **TEAM FUNDRAISING PAGES**

Are you signing up with another person or a group? We can setup a team fundraising page for you! Everyone will first need to register their own individual fundraising page, then just email us with what you want your team name to be, and which athletes we should include, and we will create it for you! We will use your team total to calculate your individual fundraising minimums.

# **EMPLOYER MATCHING**

Did you know that many employers will match your fundraising dollar-for-dollar? Check out <a href="Parkinson.org/EmployerMatch">Parkinson.org/EmployerMatch</a> to see if we already have this setup with your workplace. Heads up: matching gifts like this can take a while to process. Once you receive a confirmation email that a gift from your employer is on the way, send us an email and we will credit it to your page right away and will confirm it once it arrives.

# OTHER TYPES OF GIFTS

There are many ways to give, including through Donor Advised Funds (DAFs), stock, securities, real estate, and more. Check out our More Ways to Give page for more info, then reach out to us at Run4PD@Parkinson.org to get it setup. Parkinson's Foundation Tax ID #: 13-1866796

# TAKE YOUR FUNDRAISING TO THE NEXT LEVEL

# **DONATION REQUEST LETTER**

You probably have businesses (restaurants, shops, gyms, etc.) or service groups (Rotary, Lions Clubs, etc.) in your area who may be interested in giving toward your campaign. If you are pursuing any of these or other types of organizations, you can download our customizable <u>Donation Request Letter</u>.

# **CHAMPIONS FLYER TEMPLATE**

Looking to create a flyer to post around town or on a community bulletin board? Or send out digitally? Check out our customizable <u>Canva Flyer Template</u> to get you started!

# **QR CODES**

Want to make a QR Code that links to your fundraising page? It is easy and free through many programs and websites including Canva and others. Not sure how to do it? Just email us and we will make one for you.

# **EMAIL SIGNATURE**

Many athletes add a blurb at the bottom of their email signature letting folks know about their race efforts. It couldn't be easier!

**YOUR NAME** 763-317-1308

Did you know I am running the 2024 Chicago Marathon with the Parkinson's Champions? Show your support HERE (your link)

# **FILM A QUICK VIDEO**

We have found that supporters often respond really well to a short video message. You might tell them about your fundraiser, why you are racing, ask them for their support, or thank them for your contributions. Check out this great EXAMPLE VIDEO

# **WRITE A LETTER**

In this digital era we live in, it can be easy to forget about the actual post office. Everyone loves getting mail, so consider sending an actual letter or post-card asking for support.



# TAKE YOUR FUNDRAISING TO THE NEXT LEVEL

# **HOST AN EVENT**

A great way to boost your fundraising is to host an event. You might do a BBQ in your backyard and ask for a donation to attend, you could host a wine night or a talent show, you could put together a bake-sale or craft show, the sky is the limit! Checkout our <a href="Event Toolkit">Event Toolkit</a> for more ideas and planning tips.

# **PROVIDE A SERVICE**

Do you have a special skill? You might offer a service in exchange for a donation to your fundraising page. Ken, one of our longtime Champions, is a realtor and offered a home-buying consultation in exchange for a \$50 donation to his fundraising page. We've had athletes offer to mow lawns, paint custom pictures, provide piano lessons, and more!

# **HOLD A DRAWING**

Parkinson's Champ大ons

People love prizes! You might hold a drawing where every donation buys an entry where they could win a gift of some sort. You might ask a local business to donate a gift certificate or basket to your efforts. One of the most successful drawings we have ever seen was for home-baked cookies delivered to the winner's door! (We recommend avoiding the word "raffle" as that has tax implications in some states)

# SET A PERSONAL CHALLENGE

Think "ice-bucket challenge." You offer to do something goofy if you raise a certain amount of funds. You might dye your hair, wear a silly outfit on your next run, do your next training session backwards, or something else fun!

# OFFER A PERSONAL MATCH

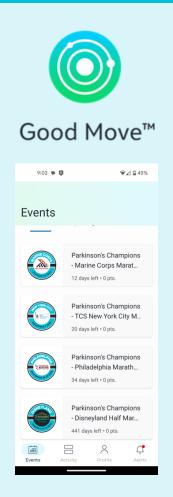
Showing that you also have "skin in the game" can really help inspire others to give. You let your community know that you will make a matching donation to your page once it hits a certain amount, or up to a certain amount.

# **FIND A SPONSOR**

Is your business interested in sponsoring the Parkinson's Champions? We will count the sponsorship toward your fundraising minimum. Just reach out and let us know!

Parkinson's Foundation Tax ID #: 13-1866796

# FUNDRAISING PAGE INTEGRATIONS



- All Parkinson's Champions athletes now have access to our new Mobile App (hosted by GoodMove).
- Login to view your Participant Center right from your phone.
- Just download the GoodMove App from the Google Play or IOS store, then login with the same credentials you use for your Participant Center.
- You can also track your training right in the app too! Whoever tracks the most miles at the end of the year wins a special prize!

# MOBILE APP WELCOME VIDEO



- Starting in 2024, your fundraising page includes access to a custom t-shirt fundraiser option sponsored by **Bonfire**.
- You can access the Bonfire portal right from your Participant Center.
- All proceeds from the shirt sales go directly to your fundraising page!
- Choose one of our sample templates or make your own design.

# **BONFIRE WELCOME VIDEO**

# Sample 6-Week **Fundraising Plan**



WEEK	ACTIONS	RESOURCES
#1	<ul> <li>Customize your fundraising page with a personal story, photo, &amp; custom URL.</li> <li>Create your Facebook Fundraiser.</li> </ul>	Participant Center Video Guide  Facebook Fundraiser Video Guide
#2	<ul> <li>Make your first social media post announcement.</li> <li>Send out a message blast over email.</li> </ul>	Champions Social Media Toolkit See sample messages on page 20
#3	<ul> <li>Call and text your community.</li> <li>Send out thank-you messages for your first donations.</li> </ul>	See sample messages on pages 20-25
#4	<ul> <li>See if your employer would be willing to match your donations.</li> <li>Post a social media update.</li> </ul>	Matching Gift Info Webpage
#5	<ul> <li>Send out a reminder email that the race is coming up. Include a photo of your training.</li> <li>Hold a drawing for a prize, or offer to do something goofy if you raise a certain amount.</li> </ul>	See sample messages on page 22  More ideas and inspiration on page 14
#6 Race Week	<ul> <li>Keep your supporters updated on your travels and preparations.</li> <li>Send out a message blast over email, text, and social media.</li> </ul>	See sample messages on pages 20-25
POST RACE	<ul> <li>Send out personal thank-you messages to all of your donors.</li> <li>Make a thank-you post on social media.</li> </ul>	See sample messages on page 23

# Sample 12-Week Fundraising Plan



WEEK	ACTIONS	RESOURCES
#1	<ul> <li>Customize your fundraising page with a personal story, photo, &amp; custom URL.</li> </ul>	<u>Participant Center</u> <u>Video Guide</u>
#2	<ul><li>Create your Facebook Fundraiser.</li><li>Make a list of folks in your community.</li></ul>	<u>Facebook Fundraiser</u> <u>Video Guide</u>
#3	<ul><li>Make your first social media post.</li><li>Send out a message blast over email.</li></ul>	<u>Champions Social Media</u> <u>Toolkit</u>
#4	<ul><li>Call and text your community.</li><li>Send thank-yous for first donations.</li></ul>	See sample messages on page 24
#5	<ul> <li>See if your employer would be willing to match your donations!</li> </ul>	<u>Matching Gift Info</u> <u>Webpage</u>
#6	<ul><li>Plan a special challenge or event.</li><li>Post some updates to social media.</li></ul>	More ideas and inspiration on page 14
#7	<ul> <li>Post some custom flyers (physical or digital) around your community.</li> </ul>	CUSTOMIZABLE FLYER LINK
#8	<ul> <li>Approach local businesses or social groups (Elks, Lions, etc.) for a donation.</li> </ul>	Fillable Donation Letter Template
#9	<ul> <li>Call your supporters to ask if they will donate or thank them if they have.</li> </ul>	See sample messages on pages 20-25
#10	<ul> <li>Film a short video and share with your supporters by email or online.</li> </ul>	Example Video
#11	<ul> <li>Send a text message reminder to any donors who haven't responded yet.</li> </ul>	See sample messages on page 24
#12 Race Week	<ul><li>Post on social media like crazy!</li><li>Invite your supporters to cheer you on!</li></ul>	Champions Cheer Team
POST RACE	<ul> <li>Send out thank-you messages by email, text, and post on social media.</li> </ul>	See sample messages on page 23

# Subject: BIG NEWS – I joined the Parkinson's Champions!

Hey Friends,

Big News! This EVENT MONTH, I'll be training to run XX miles in the RACE NAME to raise money and awareness as a Parkinson's Champion, benefiting the Parkinson's Foundation. I'm excited to support groundbreaking research while going the distance.

On DATE, I will run for one reason: to end Parkinson's.

I would love for you to join me [insert team page link if applicable] and cheer me on by donating to help fund important community programs and research. This mission means a lot to me because [insert personal connection or passion]

My goal is to raise \$XXX [insert donation goal]. Every dollar I raise will go toward the Parkinson's Foundation mission to make life better for people with Parkinson's disease by improving care and advancing research toward a cure. All you have to do is click here [insert link] to make a donation today.

Follow along with me as I work toward my fundraising goal — I'll send out emails like this as I go (and post on Facebook and Instagram).

Thank you in advance for your help. It's great to know that I have a strong support system cheering me on!

All the best!
YOUR NAME

# Subject: Getting Ready to Run for Parkinson's

Hi!

I want to thank you for all the kind words, donations and suggestions that have helped me fundraise my journey as a Parkinson's Champion. We are only XXX weeks away and have already raised \$XX.XX.

Your love and support have been such driving forces in all my training and preparation for the big day! There is no doubt that we are making lives better, together, by raising funds for the Parkinson's Foundation.

Still looking for ways to help? Please forward or share any of my emails, texts or social posts to friends who might want to support.

Remember to donate, all you have do is click here. (Insert Link)

Thank you!
YOUR NAME

# Subject: Will you support me as a Parkinson's Champion?

Hello!

Big changes are caused by small actions that add up. I have already begun to see this change build as a Parkinson's Champion. I have raised \$XXX which is XX% of my goal. I am excited to see my friends and family help me support the Parkinson's Foundation mission to improve care and advance research towards a cure.

Did you know your donation helps support resources like the Parkinson's Foundation's <u>Global Care Network</u>? Each Center of Excellence houses a specialized team of neurologists, movement disorder specialists and may others who provide the best Parkinson's care. Combined, the 54 centers in the network provide care to the more than 1 million people living with PD in the US and the many more around the world.

If you would like to help me support these vital community programs and bringing expert care to more people with Parkinson's, visit link {XXX} and donate today.

Follow me on social media for more updates [insert links]. Thank You!

All the best!
YOUR NAME

# Subject: I am ALL IN for Parkinson's!

Hi!

I've been training and preparing for my XX mile run for the RACE NAME. Each mile I push myself harder to get ready for RACE DATE — the big day!

Together, we have raised \$XXX for the Parkinson's Foundation. These funds not only help resources nationally but locally as well!

Helping the Parkinson's Foundation means a lot to me because [insert personal connection or passion]. If you are interested in donating or offering your support in other ways, please click here [insert link].

Thank you!
YOUR NAME

# Subject: It's Go Time! [1 Week Before Race]

Hello!

I can't believe the RACE NAME is only one week away! I am ready to kick it into gear and run for a challenging XX miles to support <u>Parkinson's research</u>.

Thank you for cheering me on as I train and fundraise for a cause that means so much to me. I have felt the support with all your inspiring texts, emails and comments on social media. I am dedicated to running strong and making you proud.

Thanks to your generous support, I'm happy to report that we have raised \$XX.XX.

Is there still time to donate? Can you donate again? Can your company match your donation? The answer is YES! CLICK HERE [insert link]. Any amount is appreciated.

Follow along on Instagram and Facebook as I post updates throughout the week. [add social links] All the best!

YOUR NAME

# Subject: YOU helped me succeed! [Day of Race]

It's official! RACE NAME was an amazing event and I had a wonderful run as a Parkinson's Champion. The inspiration from my family and friends really kept me moving.

Thank you so much for following along with me! We raised a total of \$XXX.XX to improve care and advance research towards a cure for Parkinson's disease.

There are no words to say how much I appreciate your support. You helped me exceed my goals and finish strong.

Deepest Thanks,

P.S. If you still want to donate to Parkinson's Champions, I would greatly appreciate it. Visit my campaign page [insert link]

# Subject: Thank You for Supporting Parkinson's Research!

Dear XXXX,

Thank you so much for your amazing support! I saw your donation for XXX in support of my run as a Parkinson's Champion. I will make you proud as I run on RACE DATE. I appreciate your generosity.

Your donation not only supports me — it will help improve care and advance research towards a cure for Parkinson's disease.

Have a great day! YOUR NAME

# **Subject: Your Support Means So Much!**

Dear XXX,

Thank You! I noticed your kind donation in support of the Parkinson's Foundation and my participation in the RACE NAME on the Parkinson's Champions team.

You are so gracious and thoughtful to believe in me and honor my XXXX [insert personal purpose]. It makes me so proud to give back in this meaningful way and you are such a big part of that.

As I continue fundraising, I am committed to keeping you posted all along the way. Keep up with my training and running journey on Instagram at XXXX. Thank you again for your support!

Best, YOUR NAME

# **SAMPLE MESSAGES - TEXTS**

### **BEGINNING OF GIVING**

Hey NAME!

Exciting news! I've joined the Parkinson's Champions team and will be running the RACE NAME to support the Parkinson's Foundation. If you're interested in donating, I would appreciate any support (big or small!) Click the link to learn more, join me and donate. [insert link] Thank you!

### **WEEK BEFORE EVENT**

It's time to run! It is race week for the Parkinson's Champions! If you haven't had a chance to donate yet, I attached the link. Any amount makes a difference, and I can't begin to thank you for the love and support. Click the link to learn more and donate. [insert link]

### REMINDER

Just a reminder — Parkinson's Champions run the RACE NAME is this weekend! I'll be running for a great cause and would love your support with positive energy, good vibes and a donation is always welcome! Click the link to learn more and donate. [insert link]

### **POST EVENT**

I did it! Thank you for helping me with my personal mission to honor XXX and help support Parkinson's research as a Parkinson's Champion. It was so fun! I hope you can join me next year. If you still haven't had a chance to donate, just click below on my personal page. [insert link]

### **DID YOU KNOW?**

Did you Know? Every 6 minutes someone is diagnosed with Parkinson's disease. On RACE DATE I am running XX miles to generate awareness and fundraise for the Parkinson's Foundation.

I am excited as this will be a memorable, inspiring and a powerful journey of celebration and hope.

Please join me and support our mission of making life better for people living with Parkinson's. Visit my personal fundraising page [Insert Link]

# **SAMPLE MESSAGES - SOCIAL**

# Don't forget to checkout our new Social Media Toolkit at: <u>Parkinson.org/ChampsRunSocial!</u>

### **TOPIC: JOINED THE PARKINSON'S CHAMPIONS**

I am officially part of the Parkinson's Champions team for the RACE NAME! I'm so excited to lace up and go the distance for such a great cause. Parkinson's Champions run and raise funds and awareness to benefit the Parkinson's Foundation. Find out how you can join me on this journey and support a great cause too! [Insert Link]

### **TOPIC: READY TO RUN**

I'm ready!

The RACE NAME is only a few weeks away! Being on the Parkinson's Champions team has already brought me closer to my mission of honoring XXXX and making life better for people with Parkinson's.

Make a difference today and help me reach my fundraising goal. Whether its \$5 or \$50, your support does not go unnoticed! Visit my page at: [Insert Link]

### **TOPIC: GRATITUDE UPDATE**

#Gratitude for all of you who have helped me reach my goal of \$XX raised to support @ParkinsonDotOrg. A special thank you to @XX [Tag all people who gave]. So far, I've raised \$XX. I'm almost there and would love your support as I #Run4PD. Click below to show the love for Parkinson's research. [Insert Link]

# **TOPIC:** EVENT DAY [TIP: post your run outfit!]

The RACE NAME is finally here! Let's go Parkinson's Champions! Getting ready to run for a reason with @ParkinsonDotOrg. Your support will push me along throughout the run. Follow along today for updates! There's still time to give a small donation in honor of my run today. Again, I cannot thank you all enough for all your support. Wish me luck!

### **TOPIC: THANK YOU**

Thank You! I thought about my incredible support system today as I ran as a Parkinson's Champion, and I am truly blessed to have you all in my life. The RACE was great and the energy was electric.

So inspired and grateful for the support, donations and cheers I've received on this journey! We have raised a total of \$XXX for @parkinsondotorg, and there's still a little time left to give.

# **FREQUENTLY ASKED QUESTIONS:**

# Who are the Parkinson's Champions?

Parkinson's Champions participate in the Parkinson's Foundation's community fundraising and endurance programs to raise funds and awareness for Parkinson's disease (PD). Together, Parkinson's Champions have hosted more than 150 annual community fundraisers across the country, run more than 15,000 miles, and raised nearly \$15 million to help make lives better for people living with Parkinson's.

### What is an "Endurance Event?"

Endurance events include any type of distance/time based fitness event such as a run, bike ride, triathlon, obstacle race, Iron Man, or mud run. Organized endurance events often include a "race" element, and might offer medals or prizes for finishers.

# Which events do you take part in?

As of 2024 we are official charity partners for 16 different races around the United States. You can always find our full current list at <u>Run4PD.org</u>

# Do you only have running events?

Running based events are currently by far our most popular option. HOWEVER, we are always looking to add more events and races to our roster, and are currently in the process of adding triathlons and cycling events to our list. You are welcome to sign up for ANY endurance event of your choosing through our Run Your Own Race program.

# What if I want to participate in a different race or event?

We would LOVE to have you join us as a Parkinson's Champion through our Run Your Own Race program. You will still get most of the same benefits of our official race teams, but your fundraising minimum is only \$500 since you will be purchasing your own entry/bib to the race. Learn more and signup now at Run4PD.org. If you are interested in setting a personal fitness challenge (such as planking every day for a month, or running 100 miles over the summer) we recommend checking out our self-directed Champions @ Home program at ChampionsAtHome.org

# Who organizes the races?

All of the races we take part in are organized by outside groups, such as the <u>New York City Road Runners</u>, <u>Twin Cities in Motion</u>, or <u>runDisney</u>. We as the Parkinson's Foundation partner with these groups to purchase discounted entries to their races on behalf of our Parkinson's Champions athletes, however we are not involved in organizing the races themselves in any way.

# Do I have to have Parkinson's to run with you? Can I run if I have PD?

We welcome ALL athletes aged 5 and over! The vast majority of our participants have a direct connection to Parkinson's disease, through a family member, friend, or as a medical professional (though this is not required). Yes, many of our athletes have PD themselves, which is fantastic, since exercise is the single most important think you can do to reduce the symptoms of PD. Always consult with your doctor before taking part.

### Does it matter how fast I am?

While we are always excited when one of our athletes sets a record, receives a medal, or has a significant accomplishment, our focus is entirely on promoting exercise and fitness, no matter the level. We hope you will set a goal for yourself that feels like a healthy challenge, but doesn't put you at risk of serious injury. Always consult with your doctor before taking part in any fitness or endurance event, whether you have PD or not. Do be aware that most races have a time limit for how long you can be on the course (usually 6.5hrs from when the last athlete leaves the start line). Some races do actually allow walking the course, and even keep the finish line open for extended periods. Some of the more flexible events we take part in include the: NYC Marathon, Philadelphia Marathon Weekend, Eugene Marathon Weekend, and Twin Cities Marathon Weekend. Don't hesitate to reach out to us and we can help you find an event that fits your particular needs!

# Can I run with a guide or support runner?

Many races DO allow another participant to take part to support you, though they usually won't qualify for medals or awards unless they sign up as an official runner. Please reach out to us and we would be happy to help you navigate the various available programs.

### How do I train for a race?

All Parkinson's Champions athletes receive live fitness coaching support through <u>Enhance Sports</u> including a complimentary <u>Training Peaks</u> account. You are definitely not required to use this service though and can arrange your own training as you see fit. You are also free to download our pre-made race training plans to use as you see fit:

5k Training Plan
10k Training Plan
8-week Marathon Training Plan
16-week Marathon Training Plan

# Do I have to wear anything specific for my race?

All Parkinson's Champions are provided with a complimentary singlet/jersey or dry-fit shirt to race in, which the majority of our athletes do choose to wear. This helps show your Parkinson's pride on race day, and can help our volunteers keep an eye out for you for photos. However you are definitely not required to do so, and we encourage you to choose whatever athletic attire will make you the most comfortable.

# Can my friends and family come watch me race?

Yes absolutely! Have them signup for our official Champions Cheer Team at <u>Parkinson.org/ChampionsCheer</u> to get access to our official Cheer Zones on race day, complimentary cheer supplies, snacks and drinks, and other fun perks.

# When do I have to show up for the race?

Every race is different, and once you claim your digital bib/entry (after registering your fundraising page with us) you will receive tons of communication from the race organizing organization itself with all of those details. All events we take part in DO require you to pickup your physical bib and welcome packet during the race expo which occurs the 2-3 days prior to the race. It is your responsibility to plan your travel so you can pickup your required materials. While some races allow a friend to do the pickup for you, many do not.

# Do the Parkinson's Champions cover my travel expenses?

At this time we do not, though we do our best to share any information we have about travel discounts and promotions that are available to you. We have found that the majority of our athletes have their own unique travel needs, and arrangements such as hotel blocks can be limiting. Instead, we spend our resources on our high-quality training program, team celebration events, and other athlete perks. Do you think we should change this up? Make sure to fill out our post-event survey and let us know!

## Will I have a chance to meet other Parkinson's Champions team members?

Yes! We host a number of virtual meetups throughout the year that you will receive invitations too. We also host in-person Team Celebration Parties for most of our events, the Saturday before the race. When possible, we also will host a table at some of the event expos, and always try to host a Cheer Zone on race day wherever we are able.

### Do I have to fundraise?

Parkinson's Champions is officially a fundraising and resource generating program, and we do expect our participants to work to spread awareness about Parkinson's disease and ask for donations. However, we have TONS of resources to help you along your journey and will be with you as a support every step of the way. We ARE working to develop a program to allow our athletes with PD to take part at no cost, and hope to roll that out soon.

### How do you set your fundraising minimums?

We work hard to set our fundraising minimums so they are both reasonably attainable, while also covering our expenses and bringing in as much support for our Parkinson's community as possible. Each race we take part involves different costs to take part in their charity program and purchase bibs/entries, and some races are more competitive that others. We are proud to say that 83 cents of every dollar donated to the Parkinson's Foundation goes DIRECTLY to our mission, which is an incredibly high amount compared to other similar organizations. Learn more at Parkinson.org/FinancialReports

# How long will it take to fundraise?

Every fundraiser is different, and the sky is the limit on how far you can go! We expect that most people will spend at least 1 hour a week on their fundraising efforts, especially for our top-tier events such as the New York City Marathon and Chicago Marathon. Officially your fundraising minimum is due by 60 days after your race, however we always try to provide extra flexibility if our athletes are struggling.

# Can I fundraise as a team and have a team page?

Absolutely! The first step is to register your individual fundraising page, as all outside race organizations require that we have a fundraising page registered for each runner. After that just send us an email at Run4PD@Parkinson.org with your list of team members and what you want your team name to be, and we will get it set up for you.

# Do accept checks, matching donations, DAFs, etc.?

Yes! We accept donations by cash, check, credit-card, PayPal, Donor Advised Funds, stock, real-estate, employer-matching, certain in-kind donations, IRA rollovers, and other securities. Just reach out to us for more unique donations and we will help you set it up!

# PARKINSON'S CHAMPIONS ENDURANCE DEFERRAL & CANCELLATION POLICIES

The Parkinson's Champions Endurance program partners with race event organizations around the country and purchases bibs/entries to their races. We offer these out to individuals who choose to fundraise for the Parkinson's Foundation. The Parkinson's Foundation owns these bibs/entries and athletes are allowed to use them in exchange for a fundraising commitment. Due to the significant cost to pre-pay for these bibs/entries, as well as provide race benefits (celebration parties, swag, prizes etc.), athletes are required to provide a credit card to be kept on file which can be charged for any remaining fundraising they have not completed by the race deadline (usually 60 days after the event date). While it is never our preference to do so, we can rescind those bibs/entries at any time before the race if runners are not completing required actions.

While unfortunate, at times runners do need to cancel or defer their entry due to illness, injury, or scheduling conflicts. Each external race organization has their own policies regarding whether bibs/entries can be exchanged, canceled, or deferred. We always try to help athletes cancel or defer their entries with as little effort and cost as possible, however there are at times non-refundable fees and strict deadlines that we are not able to make exceptions for. Please be aware that these policies can change at any time, and by signing up to receive one of our complimentary bibs/entries you may be responsible for completing your specific race's fundraising minimum (or being charged any remainder) whether you are able to run or not.

We will at times, when possible, make exceptions and offer additional flexibility to these race policies at our discretion. If you think you might need to cancel or defer your entry, or have any questions about these policies, please reach out to us anytime at <a href="mailto:Run4PD@Parkinson.org">Run4PD@Parkinson.org</a> or by call/text at 763-317-1308. We will always try to work with you to come up with an arrangement that works with your unique situation, and try to go above and beyond for all of our runners as much as is possible.

PLEASE NOTE: At some point after you create your fundraising page, you will be sent a link (or promo code) to reserve your official bib/entry to the race. You can cancel your registration any time, with no consequences or funds due, BEFORE you claim your bib/entry. These policies apply only AFTER you have claimed/reserved your digital bib/entry. All races require that you pickup your physical bib at the "race expo" held during the 2-3 days prior to the race, and it is the athlete's responsibility to plan their travel and bib-pickup accordingly.

PLEASE NOTE: We must reapply to be a charity partner for each race event each year. In the very rare situation that we do not get into the race you are deferring to, we will honor your deferral to any race we have availability for if we do not have entries available for the following year's race.

The following policies apply for any race event that does not offer its own charity cancellation and/or deferral program. SEE NEXT PAGE FOR NEW YORK CITY MARATHON, NYC HALF MARATHON, & CHICAGO MARATHON SPECIFIC POLICIES.

### **CANCELLATION:**

• If you are not able to run the race you committed to, and do not plan to run with us in the future, we may be able to discount the fundraising minimum you agreed to on a case-by-case basis. If you do not reach out to Parkinson's Champions staff prior to the race or respond to requests for information in a timely manner, you will be responsible for the full fundraising minimum you agreed to when you registered.

### **DEFERRAL:**

- If you are not able to run the current year's race, but would like to run the following year, we can defer your registration ONCE to any other race where we have space available (in the current or next year). You must raise at least \$250 by 60 days after the current year's race to qualify.
- You will be responsible for the full fundraising minimum (for the year you actually run), plus \$250 (to cover the entry fee). Whatever you have raised in the previous year will be applied toward your current year's minimum.

For example: Andrea is planning to run the 2023 Falmouth Road Race but rolls her ankle and defers to 2024 and decides to run on the 2024 Chicago Half Marathon team. In 2023 she raises \$350 (the \$250 deferral minimum plus a bit extra). In 2024 she owes \$900 and has a guaranteed spot on the Chicago Half team.

\$1,000 (2024 Chicago Half Minimum) + \$250 (Entry Fee) - \$350 (Raised in 2023) = \$900 (Owed in 2024)

# **NYC FULL & HALF MARATHONS**

Luckily, NYRR (New York City Road Runners) offers a fairly-flexible process. In certain situations, we can offer additional flexibility beyond the conditions below, however we need to know ASAP if you might need to cancel or defer to see what we can offer.

The "Transfer Cutoff Date" changes each year and is set by NYRR. It is usually around September 12th for the Full NYC Marathon, and around March 10th for the NYC Half Marathon. Reach out to us for the current Transfer Cutoff Date. The "Registration Deadline" is usually 3-5 days before the actual race.

Unless you purchased "Race Entry Fee Insurance" when you registered, you will need to pay the entry fees again if you defer to another NYRR race. We have reduced the deferral costs for these races to make up for this.

### **CANCELLATION:**

- <u>Before Transfer Cutoff Date:</u> You are responsible to raise at least \$250 to cover the transfer fee, then you do not owe any additional funds.
- After Transfer Cutoff Date: You are responsible for all fundraising.

### **DEFERRAL:**

- <u>Before Transfer Cutoff Date:</u> You are responsible to raise \$500 (\$250 for the NYC Half) by 60 days after the current year's race. You will have a guaranteed spot on our following year's team (or any other race in the current or following year). You will be responsible for the normal fundraising minimum for the year you actually run (minus whatever you raised the previous year). If you decide not to run the next year at all, you will not be responsible for any additional fundraising.
- <u>Between Transfer Cutoff Date and Registration Deadline:</u> You are responsible to raise \$500 by 60 days after the current year's race. You will have a guaranteed spot on our follow year's NYC Team (NOT other races). You will be responsible for the normal fundraising minimum for the year you actually run (minus whatever you raised in the previous year) WHETHER YOU ACTUALLY RUN THE NEXT YEAR OR NOT.

# **CHICAGO MARATHON**

The Chicago Marathon organization is very strict in this area and does not provide any refunds or transferability, so as the Parkinson's Champions we offer our own cancellation and deferral policy that we offer directly to you. In certain situations, we can offer additional flexibility beyond the conditions below, however we need to know ASAP if you might need to cancel or defer to see what we can offer. Some additional flexibility may be available before March of the year you are running.

### **CANCELLATION:**

• By signing up to run with the Parkinson's Champions in the Chicago Marathon you commit to raising the full fundraising minimum, whether you are able to run or not. <u>If you are not able to run, you are still responsible for completing your fundraising.</u>

### **DEFERRAL:**

- If you are not able to run the current year's race, but would like to run the following year, <u>we can defer your registration ONCE</u> to our following year's Chicago Marathon team OR any other race where we have space available (in the current or next year).
- You must raise at least \$500 by 60 days after the current year's race to qualify.
- You will be responsible for the full fundraising minimum (for the year you actually run), plus \$250 (to cover the entry fee). Whatever you have raised in the previous year will be applied toward your current year's minimum.



Thank you so much for choosing to sign up as a Parkinson's Champion! It means so much to us that you have chosen to challenge yourself physically while spreading awareness about PD and bringing in support for essential resources. Please know that your Parkinson's Champions staff team is here to support you throughout your journey. Reach out to us anytime by phone, text, or email.

In Deepest Gratitude, Your Parkinson's Champions Team, Zach, Danielle, Nicole, & Francesca









WEBSITE: <u>ParkinsonsChampions.org</u>

**APPLICATION:** Run4PD.org

PHONE/TEXT: 763-317-1308

EMAIL: Run4PD@Parkinson.org

# PARKINSON'S HELPLINE FOR PD SUPPORT:

1-800-4PD-INFO (473-4636)
<a href="mailto:Helpline@Parkinson.org/Helpline">Helpline@Parkinson.org/Helpline</a>