

Theta for Good Program

FAQ

WHERE DOES THE REMAINING 75% GO?

It is up to your chapter to determine where you feel the greatest need is in your community. Your chapter can support organizations whose mission is supporting children who have experienced abuse or neglect, or otherwise supports the health and welfare of children.

CAN WE ONLY DESIGNATE 25% / 75%?

The only requirement of the Theta for Good Program is that 25% goes to Theta Foundation. Beyond that, your chapter can determine the percentage breakdown. For example, your event can be split 50/50 between Theta Foundation and the organization of your choosing. You can also split the percentage going to outside organizations between two organizations. If you have questions on how you would like to designate your funds, please reach out to philanthropy@kappaalphatheta.org.

HOW DOES THETA KNOW WHERE TO DESIGNATE OUR FUNDRAISING DOLLARS?

The pre-event checklist will ask the Vice President of External Affairs (VPEA) to list the designation(s) for your fundraiser proceeds. That information will be used when the funds arrive at Theta Foundation to be disbursed.

HOW SOON WILL OUR FUNDS ARRIVE TO OUR BENEFICIARIES?

The funds will be distributed to your beneficiaries within 15 days of your donation through Billhighway to Theta Foundation.

DO WE SEND A CHECK DIRECTLY TO THETA FOUNDATION?

The great thing about the Theta for Good Program is that your chapter can send donations directly through Billhighway. No more having to print checks or pay for stamps! The Vice President of Finance (VPF) can send a donation by following these steps:

- Home > Cash Out > Scheduled Payment
- Cash Account: General Checking Account
- Schedule Payment to: "Foundation – Theta for Good"
- Reporting Category: Donation to KAO Foundation

WHAT DO WE DO WITH CASH THAT IS COLLECTED AT OUR FUNDRAISING EVENT?

Cash should never be mailed. The VPF should go to a bank to exchange cash for a money order or cashier's check, made out to the chapter. The check needs to be mailed to Billhighway for deposit *before* the VPF schedules the payment through Billhighway. Keep in mind that money orders may have associated fees.

HOW DO I FIND AN ORGANIZATION'S EIN NUMBER?

An Employer Identification Number (EIN) is also known as a Federal Tax Identification Number and is used to identify a business entity. An EIN number helps identify whether an organization is a registered 501(c)(3) organization. You can find the EIN number from the organization or its website or written fundraising materials. Or you can visit CharityCheck101.org directly. Follow the instructions there, searching based on the organization's name. If you have trouble locating an organization's EIN, please reach out to philanthropy@Kappaalphatheta.org

WHAT IF THE ORGANIZATION WE WANT TO SUPPORT IS NOT A 501(C)(3) ORGANIZATION?

Please reach out to philanthropy@kappaalphatheta.org. We can help try to find an organization that is a registered 501(c)(3) in your area to support.

HOW DO WE DECIDE WHAT ORGANIZATIONS TO SUPPORT?

Every year households make decisions on where they want to give to nonprofit organizations. It is up to your chapter on how you want to decide what organizations you want to support. Some examples could be having exec pick three organizations and the chapter taking a vote.