



# 6th Annual San Diego Race for Autism

5K Run/Walk and 1-Mile Fun Walk



# **Team Captain Packet**

For more information contact Sharon Leon Sharon.Leon@NFAR.org or 858-679-8800



## **Team Captain Guide**



### Forming a Team is Easy!

- Select a Team Captain responsible for recruiting team members, communicating to the team and collecting all race information.
- Create your team online at www.RaceforAutism.org.
- Compile a list of names of family, friends, and business associates you would like to ask to be on your team.
- Invite your list to join your team. You can use the "FriendsAskingFriends" emailing tool provided for you on your Team Web page.
- Each team member needs to register online or submit a signed registration form with entry fee, including the team captain. Team members that registers online are automatically added to your team.. Fee schedule is on the entry form.
- You can add members to your team at any time.
- Pick up your team's T-shirts and bib numbers at our Pre-Race Bib & T-Shirt pick up event.
- Turn in all team members donations at the pre -registration event or on Race-day. Turn all cash into checks.



### **Invite friends to** join your team!

- Invite your friends, teachers, family members, co-workers, and neighbors to run or walk with you and join your team.
- On-line tools are available to assist your team in finding sponsors and promoting the event. Just make sure your team members know your team name and select "Join a Team" when registering.
- The larger the team the more fun you will have.

### **Registration Forms**

Register Online at www.RaceforAutism.org. It is easy. Each team member needs to register either online or by mail-in registration (download from the website and pay by check.). Families can register online or please fill out a form for each person participating in the San Diego Race for Autism. Be sure to put your team name on the registra-

tion forms.

FEE SCHEDULE		ADULTS	CHILDREN (12 years & under)
Supper Saver	Before February 1, 2010	\$ 20.00	\$ 10.00
Early	Before March 1, 2010	\$ 25.00	\$ 10.00
Standard	Before March 20, 2009	\$ 30.00	\$ 15.00
Late	After March 21 and Race Day	\$ 35.00	\$ 20.00



# Team Captain Guide (con't...)



### **Create Your Team Online**

- To create your team online as team captain, go to www.RaceforAutism.org . .
- Click on the blue "Register" button and accept the waiver.
- On the next screen select "Start a Team" and complete the form. This process will help you create your team, complete your personal registration, and create an account on Kintera.com allowing you to manage and check-on your team.

### **To Join an Existing Team Online**

- To join an existing team or to have one of your team members register for your team go to www.RaceforAutism.org.
- Click on the blue "Register" button and accept the waiver.
- On the next screen select "Join a Team" and Select your team from the drop down menu.
- Complete the registration form and check-out. This completes the registration and creates your fundraising page under the proper team.
- You will receive a registration confirmation.

#### Set Fundraising Goals and Go!

As a team, set a fundraising goal for the team. Each person in the team can receive a fundraising page on Kintera.com, or use the paper sponsorship form. The power of teams is in supporting each other and working together to meet the team goal.

#### Turn in your funds at the Race

Turn in your funds the day of the Race at the "Donations Table", or mail them in before the event. Team captains please collect all pledges and contributions, and turn any cash into checks.

For the day of the Race, plan on meeting at a designated spot and running or walking together. You can choose to carry a sign with your team name or get t-shirts of the same color. Have fun!!

We all need to work together to raise awareness of autism in our community. We invite you to form a team and join us for this exciting event. There will be entertainment, face paintings, fun carnival activities, and post-race snacks.

### Be a hero and form a team!

**Need Registration Forms?** Download them at www.RaceforAutism.org **Need Race Posters or Brochures?** Contact Sharon.Leon@nfar.org.



# San Diego Race for Autism FACTS



The purpose of this event is to raise funds for programs to benefit children diagnosed with Autism in the San Diego community. Proceeds of the event support the following efforts:

- Early detection & intervention
- Education materials, equipment, & technology
- Educational training and workshops
- After-school activities
- Teen/young adult programs.

For more information, please visit our website at <a href="https://www.NFAR.org">www.NFAR.org</a> or call us at 858-679-8800

### FACTS ABOUT AUTISM...

- Autism is the fastest growing and most common childhood disorder today. Once considered
  rare, autism is more prevalent in children that Cancer, Down Syndrome, Cystic Fibrosis and
  Diabetes combined.
- ◆ Today 1 in 110 children are diagnosed with Autism
- Autism affects children of all races and economic levels, affecting boys 4 times more frequently than girls.
- No one knows how to prevent autism or how to determine who is "at risk".
- In San Diego there are thousands of children and their families living with Autism and Autism Spectrum Disorders.
- Autism is a complex developmental disorder that severely impairs a child's ability to communicate and socialize with others.
- Children with autism often have sensitivities to touch, sounds, smells and visual stimuli. They may have difficulty processing information in the world around them, making it a stressful and, at times, frightening place. To cope, many children with autism become ritualistic and intolerant of change.
- Many believe autism occurs due to a combination of genetic and environmental factors, but there is still no proven cause.

No parent wants to have their child diagnosed with autism.

However, many of the symptoms of autism are treatable. The earlier a child with autism starts treatment and interventions, the better the outcome for that child.

#### The National Foundation for Autism Research

The National Foundation for Autism Research is a 501(c) 3 nonprofit organization dedicated to the development of innovative treatment programs and options that improve the quality of life for children living with Autism and Autism Spectrum Disorders. Proceeds of the San Diego Race for Autism are used to support local research, and educational programs as indicated above.



# San Diego Race for Autism Fundraising Tips



Fundraise by asking co-workers, friends, and family to sponsor you. The best way to fundraise is by asking people personally. Remember, if you don't ask, they won't give! Each team member uses the pledge and sponsor form to raise funds towards the team goal.

To fundraise, you can call people for pledges, email them, write to them, or see them. Also, do not forget to ask businesses you frequent to sponsor you. Set a single goal of asking at least 1 person each day to sponsor you.

### START WITH YOURSELF...

- Add \$10, \$20, or more to your registration fee.
- Carry flyers with you, you never know who you may come into contact with that wants to help in the cause.
- **Be Optimistic and Energetic** It is very contagious. People will give if you are positive.
- ◆ **Ask Anyone and Everyone** If you don't ask, they won't give. People are a lot more willing to give than we think. We just need to ask. Ask 6 people for \$25 and you have reached the goal of \$150
- ◆ Use any and all forms of communication Write letters, email people, call them, ask them in person. You can create a personalized fundraising page. See attached form letters or go to www.RaceforAutism.org for email templates.
- Ask for a specific amount. And collect the money at the time you are sponsored. It will save you a lot of time in collecting pledges later. Ask for checks if possible.

### **AT WORK**...(make sure to ask permission from your HR Director)

- Post Race for Autism flyers in employee break rooms, mailrooms, elevators, etc.
- Conduct a pre-event "dress down" day at your place of work and have employees pay to wear casual clothes.
- Create team spirit with team shirts, buttons, signs, or hats.
- **Feature** your team's efforts in the company's newsletter.
- Create incentives for your team members that raise the most money (dinner certificates, movie tickets, time off). Some companies will provide this as a sponsorship for your team.
- Check to see if your company has a matching program. You can possible double or even triple your donations!
- Tie a helium balloon or a place a flower on all team members desk. People love recognition!
- Place a collection jar in your cubical or on your desk. Ask your co-workers for loose change.
- **Become** a fundraising mentor if you are having successes.

### How to conduct an e-mail campaign...

Register online at www.RaceforAutism.org and use the automated FriendsAskFriends tools.

### Look how easy it is to raise \$150.

Put in your own \$20	\$ 20
Ask two co-workers for \$20	\$ 60
Ask two friends for \$20	\$ 100
Ask a relative for \$25	\$ 125
Ask a neighbor for \$25	\$ 150



### San Diego Race for Autism Fundraising Prizes



The Race consists of a 5K timed run, a 5K family fun Run/Walk, and a 1-Mile Fun Walk.

Prizes/Medals will be awarded to top finishers in each age class, and the kids 12 and under will receive commemorative medals.

We will also have fun activities for the kids and an informative Resource Fair.

#### **Collect Donations and Win Prizes!**

Ask your friends, family members, and neighbors to sponsor you. Use the Sponsor Form to track your donations or use our online tools. Everyone will have the opportunity to win prizes during the event.

Visit <a href="www.RaceforAutism.org">www.RaceforAutism.org</a> for the latest information on prizes.

We will award prizes to participants raising \$100, \$250, \$500 and \$1000.

In addition we will have special prizes for the Captains of the Largest team, and for the Top Fundraisers.