



2020 PARTNER BENEFICIARY EXPECTATIONS & RESPONSIBILITIES

Information – Charity Gala, Golf and Tennis Classic

Thank you for your interest in becoming a partner with The Foundation at Rolling Hills. The Foundation hosts an annual summer fundraising event that takes place the last weekend in June with the purpose of raising funds for local non-profit agencies in the community. The weekend starts with a mixed tennis social on Friday led by the Rolling Hills tennis professionals, a pool gala on Saturday evening, and wraps up with a golf tournament on Monday.

The Club at Rolling Hills provides a beautiful venue for the events while the Foundation Board works with the chosen partner to ensure a successful and fun event. Of the funds raised during the event each year, the partnership organization receives 75% of the net proceeds and the remaining 25% of the net proceeds is granted to a number of select non-profit agencies serving the local community.

Partnership Expectations and Responsibilities – Board Meetings

- At least one representative of the partner organization will attend Foundation Board meetings on the first Tuesday of each month at 5:30 beginning in November 2018. The purpose of being involved so early in the planning process is to learn detailed information regarding the event and the planning timeline as you witness the event planning with the current 2019 partner organization.
- An On-Boarding Checklist will be provided by The Foundation to help guide the partner organization through the planning and execution of the event.
- Report monthly on the progress of the event planning.
- Report monthly on the progress of sponsorships and fundraising efforts.

Partnership Expectations and Responsibilities – Pool Gala

- Propose a theme for the weekend.
- Create an invitation for the weekend events.
- Provide decorations in the clubhouse and poolside.
- Solicit and secure food vendors – typically 6-8 for a tapas style presentation.
- Solicit and secure beverage vendors for beer, wine, specialty cocktails, etc.
- Solicit and secure entertainment, games, photo booths, theme-related events, etc.
- Solicit silent and live auction items.

Partnership Expectations and Responsibilities – Tennis Mixer

- The Foundation Board works with the tennis facility to provide an entertaining tennis mixer with a local tennis pro. Drinks and appetizers will be served.

Partnership Expectations and Responsibilities – Golf Tournament

- Double shotgun format supervised by Jeff Seltz, Director of Golf.
- Golfer gifts arranged by Jeff Seltz, unless otherwise arranged.
- Solicit and secure beer vendor for multiple holes.
- Breakfast burritos, lunch, and afternoon appetizers will be provided by The Club, unless provided by another food vendor.

The Club at Rolling Hills may provide food, beverages, and staff for the various events, however, the costs will be deducted from the proceeds of the event.