CHARITY GUIDELINES

Updated and approved on 11.09.24

The ZIWC welcomes all charity projects that benefit the public, are non-profit, non-political, non-religious and which are charitable in a legal sense.

All organizations are asked to apply directly to the charity coordinator with the official ZIWC application form. The coordinator evaluates and reviews all the applications and gives a recommendation to the board through the Vice President who's the chairwoman in charge.
The final decision is made by the Board by voting.

The ZIWC is able to help raise funds for the selected projects through a variety of means:

1. Raffles or games (such as Bingo) during Club events
2. Charity luncheon, Apéro, dinner
3. Seasonal evening
4. Special projects such as charity walks or marathons, golf tournaments or other suggestions from the Membership

Concept of charity

Raffles or games

The Charity Coordinator manages the request for and receipt of donated products, keeps inventory of these products including their commercial value for the Treasurer's books, groups and nicely wraps products when needed to ensure that for the raffle or games the prizes all represent a comparable value.

Luncheon a/o seasonal event (open to Members only)

Food & Beverage is provided by volunteers or donated by sponsors (i.e. a Bar in Zug), ladies pay an entrance fee and all raffle and auction revenue goes to a specific project.

Special Projects (open to non-Members too)

Participants register paying a fee, all revenue goes to a specific project

Managing charity support

The Charity Coordinator together with the Vice President manages a database with all the information regardless of whether a project is accepted or rejected and adds information about past charity projects wherever possible in order to keep track of all activities for the future.

After each charity event the organizing team and committee evaluate the outcome together in order to find out what went well and what did not go well and what could be changed or was missing.

Photos and articles should document the activities in the newsletter (responsibility of the Magazine Chair) and/or Zug newspapers (responsibility of the Marketing Chair) to share the success with the local community.