



One World
CAFÉ • CATERING

CHARITABLE REQUEST POLICY

The owners of One World Café & Catering have decided to work closely with five chosen charities each year where we can actually "make a difference". This is not to say that we won't or cannot make donations to other local charitable groups, it's just that we want to dedicate some of our thousands of dollars in annual donations to a smaller number of chosen charities that for one reason or another are dear to us as a group. For those charities that do not fall into our special group of charities, we have developed this program to assist those seeking charitable contributions from our restaurant. Because of the numerous requests for donations from our restaurant, we wanted to make it as easy as possible for you when asking for charitable contributions. Please follow the following guidelines for all donation requests.

Requests for Raffle Items and Prize Giveaways

If a charitable organization requests items for raffles or giveaways, One World Café & Catering may donate such items as t-shirts, mugs, or coupons. While certain specific items may be requested, the final decision of what is donated is determined by One World.

Requests for Gift Cards

One World Café & Catering may donate a \$25 gift card to any of the following eligible organizations:

- 501(c)3 Organizations – The agency must be in good standing with the IRS and will be verified electronically through the IRS website
- Schools – Public, parochial and private. (501(c)3 guideline restrictions may apply.)
- Religious Organizations – Funding is directed to projects whose activities impact the general community, not a single group.
- Civic and Veterans Groups – Organizations must have a valid 501(c)4, 501(c)19 or 501(c)6 tax id number. Funds must be used for a project benefiting the community.

Ineligible organizations:

- Conventions or conferences
- Endowment campaigns
- Operating expenses of agencies supported by the United Way
- Faith-based organizations whose projects primarily benefit their members or adherents
- Individuals
- Political causes
- Organizations not exempt from taxes under Section 501(c)3 of the Internal Revenue Service
- Organizations which discriminate on the basis of race, sex, religion or sexual orientation
- Requests for traveling expenses

Requests for Food

Our Executive Chef is in great demand to supply food for countless events each year because of his highly regarded culinary skills. We would love to comply with every request for his service. However, that is not monetarily or physically possible. We will only respond to those charities that we are able to accommodate.

One World Discount Fundraising Program

Any group is eligible to participate, though we do reserve the right to screen all requests. The program has been most successful when run by schools, churches, athletic teams, youth groups and other grass-roots organizations that meet frequently and have a strong network of active members.

This program works in two different ways:

1. One World Café sells your group blocks of prepaid Fund Raising Cards at 10% off the retail face value. Your group, in turn resells at full face value, thus profiting the discount percentage you saved upfront. If, for example, you sell \$300.00 in cards, your organization nets \$30.00 towards its fundraising goal...all with little or no effort on your part.

Plus, you can reorder and sell out cards as often as you like because we do not put limits on the number or dollar amount of cards you can purchase at the discounted price. Many churches, for instance, sell cards on a weekly basis just after Sunday services, which provides a year-round source of funding for the parish or congregation.

2. One World Catering sells your group food from the catering menu at a 25% discount. Your group then resells the food at a price set by you and then keeps the profits of the sales for the organization. Your organization is responsible for paying the full delivery price and providing vending staff to resell the product.

One World Café & Catering reserves the right to cancel or change this program at any time.

Fundraiser Nights at One World

One World will donate a percentage of your purchases at One World Café on a designated night to your organization. Only the purchases of patrons presenting a flier from your organization advertising the event will be counted. The night has to be preapproved by a One World representative and all the printing costs of the fliers must be covered by your organization.

Guidelines for submitting a Request

Requests for contributions and donations must be sent in writing or faxed on the official letterhead of the requesting organization and received at least four weeks in advance of the event or data needed.

Requests should be sent to One World Café & Catering by mail Attn: Donation Committee, 1245 W Main St, Peoria, IL 61606, by fax at 309-672-4482, or by email at givingback@oneworld-cafe.com. All request letters should include:

- An overview of the organization
- Proof of the organization's 501(c)3 not-for-profit tax exempt status
- A description of the project or event for which the donation will be used
- The date the donation is needed
- How One World's contribution will be acknowledged at the event

We really appreciate your interests in our restaurant and we wish that we could fulfill or answer each request.