



Welcome to Team NorCal!

We are excited to have you as part of the wonderful group known to the rest of the country as Team NorCal (or that team with the tie-dyed shirts)! We have a wonderful group of volunteers who form our Steering Committee and they are dedicated to helping you have the best possible experience at the 2010 US Transplant Games. Please know that we work as a cohesive team and welcome all to join us.

Attached are several forms for you to fill out and return as soon as possible. We really do want these papers back from you right away so we can make sure our information is accurate and accessible. As ambassadors for organ, eye and tissue donation, it's important for us to promote the cause as much as possible. Sometimes that means participating in some media events or interviews, and we do what we can to help facilitate the positive stories. Please take the time right now to fill them out and send them back to Cathy Olmo at the address listed below (CTDN). Thank you for your help with this.

We encourage you to consider making a commitment to Team NorCal by January 1, 2010. We would *really* like a commitment by then because we NEED to block hotel rooms (this was a HUGE issue in 2008) and order uniforms (shirts, pins, etc.) New team members can "technically" join up through April, but we can't guarantee the full team benefits of being in the same hotel, uniforms and the like. It really helps us out if you make your decision and commit to join the team well in advance. Plus, you'll want to train, raise some funds to help subsidize the cost of the trip, and to get to know your teammates!

We welcome you to become an active member of our sub-committees and have attached a list of volunteer "jobs" that you might find fit your skills and interest while helping out the team as a whole! Let us know how you can help out. If you are undecided, our Fundraising/Sponsorships committee can use your help!

Part of our team goal is to fundraise and obtain sponsorships to help offset the expenses of the "Official" Team Members as well as to make sure everyone on the team has a team shirt and pins to trade. Although we consider each person, be it participant or team supporter, as part of Team NorCal, the "official" team members include athlete organ transplant recipient athletes, 2 members from each donor family, Team Manager and Donor Family Liaison. The rest of the NorCal Team (i.e. recipient family, friends, transplant professionals, non-competing transplant recipients) are responsible for their own expenses but are encouraged and welcome to come to the games and help with fund-raising for Team NorCal! Consider your efforts part of the larger goal of educating the public about the importance of organ donation.

We have a revised fundraising system in place for 2010 which should be fairer in terms of disbursement of funds from our team efforts. It will be based on a point system where the more money you raise, the



National Kidney Foundation
of NORTHERN CALIFORNIA & NORTHERN NEVADA



California
Transplant
Donor
Network



A Donate Life Organization



bigger the proportion of the team funds you can ask for in reimbursement. Please review the guidelines carefully and let us know if you have any questions. One of our goals this year as a team as well as nationally is to ensure all team members realize that promoting the cause of organ, eye and tissue donation is at the top of the list as a reason for attending the Games. As you will see, we are **STRONGLY** encouraging all team members to get involved with the California Transplant Donor Network, National Kidney Foundation and/or Golden State Donor Services to volunteer! It's about saving lives through donation.

Any questions, please contact me or anyone on the Steering Committee. Check our team Web site at www.teamnorcal.org often for updates and information about our team! We are here to help you.

Best Regards,

Cathy Olmo
Co-Team Manager
California Transplant Donor Network
1000 Broadway, Suite 600
Oakland, CA 94607
510.251.7001 / 510.251.7051 fax
colmo@ctdn.org

Belinda Sullivan
Co-Team Manager
Volunteer
510.589.9800
brcsullivan@sbcglobal.net



National Kidney Foundation
of NORTHERN CALIFORNIA & NORTHERN NEVADA



California
Transplant
Donor
Network



A Donate Life Organization



TEAM NORCAL TEAM MEMBER COMMITMENT

Name: _____

Parent's Name (if participant is a minor): _____

By becoming a member of Team NorCal, I pledge to do my best to represent our team as an Ambassador for organ, eye and tissue donation. I also commit to being a valued member of Team NorCal and recognize that my actions, attitude and participation reflect positively (or negatively) on the Team as well as to transplantation in general.

As a 2010 Team NorCal member, I commit to:

- Participate in Team meetings, practices and events (if appropriate)
- Possible participation in sub-committee work or on the steering committee
- Timely submission of ALL paperwork related to the Games (NorCal team as well as the Games paperwork itself)
- Contact the Team Managers or a Steering Committee member if any challenges or issues arise
- Contribute or fund-raise a minimum of \$300 as a Transplant Athlete or \$100 as a Donor Family Member (or any other spectator family member or friend) toward the Team NorCal fund (In the event I am unable to attend the 2010 Games, all funds raised will be considered a donation to Team NorCal)
- To help team fund-raising efforts and/or paying the balance of my trip expenses
- Maintaining a positive attitude throughout the entire Games experience

Signature of Team Member and/or Parent if under 18:

Date: _____

Consent/Release For News Media, Promotional Materials, Written Articles and/or Photographs

I consent to the public release of information regarding donation, recovery and/or transplant of organs, eyes or tissues. My consent is given freely to the National Kidney Foundation, Team NorCal and the California Transplant Donor Network without expecting payment and I release the above mentioned parties and its employees from any and all liability which might arise from the use of such news media stories, promotional materials, written articles, videotape and/or photographs.

Signature of Team Member and/or Parent if under 18:

Date: _____

Team Use of Contact Information

May we share your contact information to members of the Team NorCal for team use only? Yes No

Signature of Team Member and/or Parent if under 18:

Date: _____



TEAM NORCAL FRIENDS AND FAMILY PROFILE

Name: _____ Gender: Male Female

Recipient or Donor Family You Are Accompanying: _____

Address: _____ City _____ State _____ Zip _____

Phone: (Day) _____ (Evening) _____ (Cell) _____

Email address: _____ Marital Status: Single Married

Birth date (if a minor): _____ Parents Name (if a minor): _____

Occupation: _____ Employer _____

Adult T-shirt Size: S M L XL XXL 2XL 3XL Or, Child Size: S M L

Have you attended other Transplant Games? If so, which years? _____

Please give a short bio of yourself (for possible media coverage) and/or anything else you would like to share (i.e. How do you know the participant? What is your relationship?)

Would you or your accompanying family or friends like to volunteer to help Team Northern California as part of a sub-committee? (Descriptions of the various committees are listed at www.teamnorcal.org) If yes, please check your areas of interest:

- | | |
|--|--|
| <input type="checkbox"/> Fund-raising | <input type="checkbox"/> Hospitality |
| <input type="checkbox"/> Administration | <input type="checkbox"/> Recruitment |
| <input type="checkbox"/> Sport captain (7 total) | <input type="checkbox"/> Team Web Site |
| <input type="checkbox"/> Apparel/Pin Design | <input type="checkbox"/> Photography |
| <input type="checkbox"/> Media/PR | <input type="checkbox"/> Donor Families (work with Donor Family Liaison) |



Team Funds

Each "Official Team Member" has a fundraising minimum. For Recipient Athletes, it's \$300 each. For two members of a Donor Family, it's \$100 each. Each "Official Team Member" who raises their fundraising minimum will receive registration fees paid for by the team (recipient athletes--\$90, donor family members--\$30), pins, team uniform, access to our hospitality room and an invitation to the Team Dinner at the Games. In addition, Team Funds will be used to help offset the cost of attending the Games for "Official Team Members." At this point, we don't know how much that will be because we are counting on EVERYONE to help fundraise as well as obtain some sponsorships. Our hopes are to substantially reduce the financial burden on each Official Team Member with particular emphasis on our donor families.

For those who are "Supportive Team Members" (non-athlete recipients, donor family members beyond the "official" two, friends and family) you are welcome to join the team at \$100 per person to receive the same benefits with two exceptions. Supportive Team Members are responsible for their own registration fees and expenses to attend the Games. These are part of the "rules" that nationally we all must abide by.

Now that you have joined Team NorCal, please take a moment to set up a fundraising page to help raise funds for Team NorCal. Everyone has the opportunity to utilize an on-line program to raise much needed team funds and we hope you'll use it. Alternatively, if you would prefer, individual checks written to NKF (National Kidney Foundation) with "Transplant Games" written in the memo section can be sent to:

National Kidney Foundation of Northern California
131 Steuart Street, Suite 520
San Francisco, CA 94105

The fundraising minimums detailed above can be satisfied by utilizing the on-line fundraising Web pages or by individual checks. Anything beyond the minimum requirements will be greatly appreciated by your fellow team members! Please note: ALL funds raised will be added to the Team Funds and not to individual accounts per se. For example, Official Team Members will not receive dollar for dollar disbursement of team funds based on what was raised. Disbursements will be determined once we have our final figures in as a result of fundraising and sponsorships. Supportive Team Members are welcome and encouraged to set up a fundraising page, but won't be able to benefit from the disbursement of funds as that is reserved solely for Official Team Members. Please send your Web link to all your friends and family. Every dollar donated has tax implications for the donors as the U.S. Transplant Games is a program of the National Kidney Foundation so hopefully, people will be generous!

Here's how you set up your Web page: Please visit the Web site www.kidneyca.org. In order to fundraise, you need to click into "My NKF" to become a "member" of NKF. You will create a personalized message on your own Web page and then email your friends and family with your personalized fundraising page's link to help the team go to Madison, WI in July 2010! To avoid confusion about where the funds are going, it's important to include this statement in your personalized section:



National Kidney Foundation
of NORTHERN CALIFORNIA & NORTHERN NEVADA



Sponsored by  NOVARTIS

California
Transplant
Donor
Network



A Donate Life Organization



“Even though you are donating to my personal page, the funds raised by team members will be pooled together to help offset the cost for "official" team members (recipient athletes and donor families) distributed on a participation point system.”

With regard to this disbursement of funds for the Games, as in the past, it is assumed that many team members will pay their own expenses unless they participate in the fundraising efforts for the team. At the conclusion of the fundraising “season,” dollar value will be assigned to the points earned (please see Point System guideline). This is the maximum amount you can be reimbursed after attending the Games. It is important to note that reimbursements cannot exceed the actual expenses with a maximum of \$1500 per “official team” member. There is a place on the athlete and donor family form to indicate the amount of financial assistance you might need to attend the Games. This is not a request for funds, but rather gives us idea of what the *entire* team needs to aim for with our fundraising efforts.

Please do your part in trying to fundraise and obtain sponsors. If you know a contact at a corporation or company that may wish to donate, please let Belinda Sullivan know so we can pursue sponsorships with that contact. We can't let a few teammates carry the burden of trying to raise this large sum of money for the entire group. Thank you for your help with this.

If you have any questions, please feel free to contact us or anyone on the Steering Committee. We are happy to answer any questions you may have. Thank you and once again, welcome to Team NorCal!

Best Regards,

Cathy Olmo
Co-Team Manager
California Transplant Donor Network
1000 Broadway, Suite 600
Oakland, CA 94607
510.251.7001 / 510.251.7051 fax
colmo@ctdn.org

Belinda Sullivan
Co-Team Manager
Volunteer
510.589.9800
brcsullivan@sbcglobal.net



National Kidney Foundation
of NORTHERN CALIFORNIA & NORTHERN NEVADA



Sponsored by  NOVARTIS

California
Transplant
Donor
Network



A Donate Life Organization



Team Point System

The Team Point System is designed to ensure fairness for all *Primary* Team Members (Primary TM) of the Transplant Games Team when it comes to dispersing Team Funds for the Games. The Team Point System encourages all *Primary* Team Members to participate in the fundraising process in order to qualify for reimbursements of their expenses to attend the Transplant Games. Here is how the Point System works:

4 hours of volunteer time* = 1 point
Every \$50 raised for the team = 1 point

Fundraisers: Team On-Line/Cash Fundraising, Cookbook Sales, NKF Walks, Raising money from sponsorships in the kidney walk, Outreach events (i.e. Golden Gate Bridge Walk), securing a Team Sponsor, etc.

Volunteering*: Must be documented with the National Kidney Foundation, the California Transplant Donor Network, Tissue Banks in Northern California or Golden State Donor Services promoting the cause of organ, eye and tissue donation and/or the Games. Examples include helping at the Kidney Walks, Donation talks to students, talking to support groups about the Games experience, etc.

Here are a few scenarios:

Primary TM 1: -Sells \$50 worth of cookbooks, volunteers 4 hours at a school promoting the cause of donation, obtains \$350 with the Team on-line/cash fundraising pages, secures a \$1000 sponsor for the team, obtains \$200 in donations for the Kidney Walk and volunteers 8 hours at the Kidney Walk.

- 1 point for the Cookbook Sales
- 1 points for volunteering at a school promoting the cause
- 7 points for on-line/cash fundraising (\$350 raised)
- 20 points for securing a sponsor (\$1000 sponsor)
- 4 points for the donations from the Kidney Walk
- 2 points for volunteering at the Kidney Walk
 - 35 POINTS TOTAL

Primary TM 2: Volunteers 8 hours for the Kidney Walk, sells \$200 worth of Team Cookbooks, and volunteers another 8 hours for the Golden Gate Bridge Walk promoting the Games and the cause.

- 2 points for the volunteering at the Kidney Walk (8 hours volunteered)
- 4 points for Cookbook sales (\$200 raised)
- 2 points for the Golden Gate Bridge Walk (8 hours volunteered)
 - 8 POINTS TOTAL

Primary TM 3: Obtains various team sponsors for a total of \$15,000 toward the team funds.

- 300 points for obtaining sponsorships (\$15,000 obtained)
 - 300 POINTS TOTAL

Primary TM 4: Volunteers for 4 hours at a health fair with Golden State Donor Services promoting the cause of donation.

- 1 point for volunteering
 - 1 POINTS TOTAL

GUIDELINES FOR TEAM NORCAL:

1. Monies raised will only be counted as points once the funds are officially received by NKF and the Steering Committee Treasurer. Volunteer points counted with signed documentation.
2. Each member of Team NorCal is expected to contribute a fundraising cash minimum of:
 - a. Recipient Athlete--\$300 in cash donations
 - b. Donor family members & supporters--\$100 in cash donations
3. For those *Primary* Team Members (recipient athletes & 2 members of a donor family) who wish to be reimbursed some or all of their personal expenses to attend the Games, the point system is a way to earn that ability. After the cash fundraising minimum is met, volunteering, fundraising and obtaining team sponsorships are highly encouraged as a way to earn points credit.
4. The monetary value of each point will be determined by the Steering Committee once the fundraising season is over.

For example, if the Team raised a total of \$25,000 during the fundraising season. The Steering Committee considers the number of total *Primary* Team members along with the dollar amount raised and awards a point value of \$30 each. (See chart below)
5. The Steering Committee will decide what the maximum dollar reimbursement amount will be for the *Primary* Team Members as they are the only ones who are eligible for team funds reimbursement. As of 1/09, the Steering Committee set a \$1500 maximum dollar reimbursement amount per *Primary* Team Member. This is subject to review by the steering committee once the Games details are known.
6. If a *Primary* Team Member exceeds the reimbursement maximum expenses to attend the Games or their expenditures are less than their potential reimbursement “earned,” they will be reimbursed only what they actually spent to attend the Games (proven by receipts) and within the maximum Team NorCal reimbursement amount as outlined in #5 above.
7. ALL expenses reimbursed by the Team Funds must be accompanied by the ORIGINAL receipts and submitted within 1 month following the Games. Funds cannot be given in advance of expenses.
8. The fundraising season for the 2010 Games begins on June 1, 2009 and ends on June 1, 2010.
9. The “transfer” or “gift” of points from one team member to another to assist fellow *primary* Team Members (Primary TM) with reimbursements is allowed. Using the scenario above:

Primary TM #3 has 300 points valued at \$30/point (for this example) and has clearly exceeded the max. allowable reimbursement of \$1500.* Primary TM #3 is allowed to “gift” over points to Primary TM #2 & #4 who have only a few points. Note the difference in #2 & #4 reimbursements toward their expenses and the impact on team funds.

With Gifting Highlighted

Name	Points	Value	Max. Reimbursement*	Gifted Points	New Value	New Max Reimbursement*
Primary TM #1	35	\$1050	\$1050	0	\$1050	\$1050
Primary TM #2	8	\$240	\$240	20	\$840	\$840
Primary TM #3	300	\$9000*	\$1500*	-50	\$7500*	\$1500*
Primary TM #4	1	\$30	\$30	30	\$930	\$930
TOTALS	344	\$10320	\$2820	0	\$10320	\$4320

(* maximum team funds reimbursement set by steering committee, see guideline #5 above)