

## Donation & Sponsorship Guidelines

Ho-Chunk Gaming (HCG) is proud to support non-profit organizations & charitable fundraisers in Wisconsin. The Ho-Chunk Nation, which owns and operates HCG facilities in Wisconsin, has donated millions of dollars to non-profit and community organizations. Please be aware that we attempt to fulfill as many requests as possible and cannot guarantee that every donation request will be met. Please review the guidelines before submitting a Donation & Sponsorship Application.

### Guidelines

1. Applications or a letter of request for monetary donations/sponsorships must be received **60 days** prior to the event to be considered. Applications or a letter of request for raffle/auction items must be received **30 days** prior to the event to be considered.
2. All requests must include either a completed **Donations & Sponsorship Application** found online at [ho-chunggaming.com](http://ho-chunggaming.com). Forms are also available at all Rewards Club Booth counters. A **letter of request** may also be submitted with the following information: legal name of organization, mailing address, phone number, contact person, Federal taxpayers ID number, type of request and amount, when donation is needed, date of event, event name, Web site, anticipated number of guests attending event and advertisement planned for event and how Ho-Chunk Gaming will be recognized.
3. Ho-Chunk Gaming charitable giving program cycle is based on our fiscal year (**July 1 - June 30**). Each local charitable organization may submit only (1) one request per fiscal year.
4. Ho-Chunk Gaming has established a **statewide-only** policy for donations with priority to the region within 150 miles of the nearest HCG Casino, with the exception of organizations in MN or IL within 150 miles of HCG-Black River Falls or Madison.
5. Organizations receiving donations/sponsorships from HCG acknowledge that the funds are generated from gaming dollars. Organizations hereby authorize Ho-Chunk Gaming to use their name in advertising and publicity.
6. **Sports teams/Recreational teams** are not considered to be a charitable organization and cannot be given funds by HCG Public Relations. In certain cases, the HCG Advertising division may use a sponsorship for Casino Advertising. Sports/Recreational teams should send a completed sponsorship proposal to the nearest HCG Advertising department.

### Limitations/Restrictions

1. Political organizations, parties or candidates and Churches or Religious organizations will not be considered.
2. Grants, sponsorships, or donations to a sole person will not be supported. HCG will only support organizations that help a multitude of people (no Benefit fundraisers).
3. Budgeted Ho-Chunk Nation departments will not be considered, they should use their budget to purchase items they need. HCN departments may request to purchase gift certificates or promotional items for their use in which case they will need to supply a line item with the Director's approval.
4. Requests from exclusionary membership organizations that discriminate by race, color, creed, gender, or national origin will not be supported.