

Walk for 1 in 100[®]

Team Captain Guide



For more information please call 215-849-1260 or email events@achaheart.org.
www.walk1in100.org

WHY WE WALK

Dear Team Captains,

We are so excited that you've decided to join us as we walk for the more than 2.5 million people impacted by congenital heart disease (CHD) across the country. Since 1998, the Adult Congenital Heart Association (ACHA) has been empowering and advocating for the 1 in 100 children and adults impacted by CHD. ACHA funds ACHD-specific research grants and is a leading organization in advocating for research at the federal level; has accredited 40+ ACHD programs across 25 states; and offers extensive educational, defect-specific resources, including a searchable clinic directory, and 160+ webinars on our website: www.achaheart.org.

In 2021, we will host walks in 11 communities to raise money for continued research, education and outreach, to serve the CHD community across the lifespan. We're here to empower adults to take an active role in their cardiac care, to educate parents on the lifelong specialized care their young child will need in the future, and to support young adults through the transition to adult CHD care.

We can't do this without you and your incredible fundraising efforts! We hope that this guide will provide some helpful information to lead your team to success. If you have any questions please feel free to reach us at events@achaheart.org or (215) 849-1260. Thank you for all that you do for ACHA and the CHD community!

Sincerely,



Mark Roeder
President & CEO

What to Expect:

- 1. Register all your team members prior to walk day.* It is best to encourage all your friends and family that will be joining you to register on our website at www.walkfor1in100.org. The earlier your team members register, the easier it will be to reach your fundraising goal.
- 2. Set a meeting point and time for walk day.* To help the check-in progress, establish a meeting point and time for all your team members. Not everyone needs to check-in at registration. Please see FAQ for more information on the check-in process.
- 3. Check out our vendors, sponsors and everything we have to offer.* We will have plenty of activities and supporters to visit during walk day.
- 4. Keep an eye on the stage area for opening ceremonies.* We will generally start opening ceremonies an hour after registration opens. The ceremony is less than 15 minutes and is an opportunity to celebrate everyone's success in fundraising and supporting the Walk for 1 in 100!
- 5. After our walk ceremony we will kick-off the walk at the designed start line.* Refer to your specific site for walk route details. We try to make sure our walk routes are friendly and accessible for all abilities. Be sure to refer to your walk site for specific details.
- 6. Once you return from the walk feel free to walk around and visit any area you haven't already.* This is a great time to take group photos, visit our sponsors and learn more about ACHA.



STEP
1

Participant Center

Log in to your participant center by heading to www.walk1in100.org and clicking on your walk location.

STEP
2

Edit Personal & Team Pages

On your team page, tell people why they should join you and why you're supporting the Walk for 1 in 100. On your personal page, tell them your CHD story. You can also upload a photo to both your team and personal pages.

STEP
3

Set a Goal

Set a goal for your team and yourself. On your participant center, find the progress tab and edit your goals by clicking either personal or team.

STEP
4

Recruit Friends & Family

You can use our email templates or just simply reach to friends and family to encourage them to join your walk team.

STEP
5

Fundraise with Facebook

Once you log into your participant center, simply click the **Fundraise with Facebook** blue box on the right. Facebook will automatically create a Facebook fundraiser linked to your personal page.

STEP
6

Fundraise!

You are now all set to start fundraising. Use the fundraising tips on the event resource page to help you reach your goals.



Contact events@achaheart.org or (215) 849-1260 if you have any additional questions.

How do incentive prizes work?

Incentive prizes are given to those who raise certain amounts. If you raise \$100, you will receive a Walk for 1 in 100 t-shirt.



How does my team receive incentive prizes?

When you check in at registration, you will receive your incentive prizes if you qualified! We may also be mailing incentive prizes ahead of walk day.

Can I hand in donations at the event?

Absolutely! When you get to the registration table, we will be able to take cash, check, and even credit card donations!

Can donations be moved?

In most cases, yes. If someone made a donation to the team page but meant to give it to a specific walker, this is an easy fix. Contact events@achaheart.org with all the necessary information and they will be happy to help.

Does every walker get a t-shirt?

No. T-shirts are given to those who raise \$100 or more. Please note that this is \$100 raised individually.

What do I do with a donation check?

Checks can either be brought to the walk and turned in at the registration table or mailed to the address below.

Please be sure to indicate the walker and team to be credited with the donation:

Walk for 1 in 100

280 North Providence Road, Suite 6

Media, PA 19063

What is the difference between individual and team fundraising?

When you register as part of a team, two things happen. The first is that a personal fundraising page is created for you. You should circulate the link to this page to your potential donors. The second is that you are added to your team page roster. Team pages have the ability to accept general team donations not assigned to any individual walker. These funds are not included in any prize totals. If you are wanting a t-shirt or other prize, please focus on collecting donations to your personal page. Only individual fundraising counts toward prizes. All individual fundraising is included in the overall team total.



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