Quad Cities Disaster Recovery Fund at the Quad Cities Community Foundation

About the Fund
The Quad Cities Disaster Recovery Fund provides support to organizations in Scott and Rock Island Counties with resources to target our community’s long-term recovery efforts after a disaster. The fund, used for needs here in the Quad Cities area, provides assistance in the weeks and months after a disaster, when attention turns from emergency response to community recovery.

How the fund is distributed
The fund supports organizations who need additional resources to support people and businesses in our community when a disaster, natural or man-made, occurs. This fund supports organizations in Rock Island and Scott Counties meeting the needs of people and businesses impacted by disaster. In coordination with needs identified by the Long Term Recovery Committee of the Quad Cities COAD (Community Organizations Active in Disasters), the Board of Directors of the Community Foundation will make grants to organizations so they have the resources they need to meet the needs of communities impacted in the months ahead.

Disaster fundraising policy and procedures
Those wishing to raise money to donate to the Quad Cities Disaster Recovery Fund must adhere to the Community Foundation’s Fundraising policy. We encourage organizers to contact us as soon as plans are being created and before any publicity has been arranged to ensure appropriate language is used and the policy is appropriately applied.

Event goers must clearly see proceeds from the event will be donated to the Quad Cities Community Foundation for the Quad Cities Disaster Recovery Fund. This is essential so donors know where their gifts are going and how they will be used.

No language about which specific organizations will receive grant funding should be included in any communications, as those decisions are made by the Community Foundation board of directors in partnership with and as a result of needs assessments by the Long Term Recovery Committee of the Quad Cities COAD.

The Quad Cities Community Foundation does not sponsor fundraising events, but it can be the recipient of donations made at an event. Donations should be received by the Community Foundation within one week of the event date.

If raffles are involved, by law the sponsoring organization is required to obtain a gambling license. The sponsoring organization must provide the Community Foundation a copy of the gambling license obtained in advance of the event. The Community Foundation does not provide gambling licenses.
Publicity and signage
Any use of the name or logo of the Quad Cities Community Foundation, written or in publicity, must be approved in advance. Signage should be clearly displayed at any event to indicate proceeds from the event will be donated by the sponsoring organization to the Quad Cities Community Foundation for the Quad Cities Disaster Recovery Fund. Printable table signage is attached and located on our website. If large or special signage is required, contact the Community Foundation for assistance.

Collection of cash donations
- All cash donations should be collected in a receptacle that is clearly marked for the Quad Cities Disaster Recovery Fund at the Quad Cities Community Foundation.
- Following the collection, proceeds should be accounted for and deposited with your financial institution.
- Upon deposit, your organization may write a check or request a cashier’s check payable to the Quad Cities Community Foundation, identifying the Quad Cities Disaster Recovery Fund in the memo line. Either mail or deliver to the Community Foundation at 852 Middle Rd, Ste 100, Bettendorf, IA 52722.
- The Community Foundation will provide the organization with an acknowledgement letter for tax purposes. No acknowledgement will be sent to individual contributors.

Collection of donations by check
- If donors write checks at your event, they must be made out to the Quad Cities Community Foundation with “Disaster Recovery Fund” in the memo of the check.
- Checks should be placed in an envelope clearly marked Quad Cities Disaster Recovery Fund, Quad Cities Community Foundation. The envelope should be sealed upon the conclusion of the event.
- The fundraising organization should deliver the unopened envelopes to the Quad Cities Community Foundation, 852 Middle Rd, Ste 100, Bettendorf, IA 52722.
- Donations will be acknowledged for tax purposes to the name and address printed on the check.
- If cash donations are also being accepted to benefit the Quad Cities Disaster Recovery Fund, separate them from checks and follow the cash donation guidelines above.

Credit card donations
- Donations by credit card may be made via the online gift portal at www.QCCommunityFoundation.org.