



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 nonprofit 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 sponsorships must be received 90 days prior to the event to be considered. Applications for raffle items must be received 60 days prior to the event to be considered.
2. All requests must include a completed Donations & Sponsorship Application which may be picked up
 - At the Rewards Club Booth on site
 - Found online at <https://www.ho-chunkgaming.com/wisconsinDells/> at the bottom of the Home Website
3. The following information will be needed to fill the Donation & Sponsorship Application:
 - A letter of request of the legal name of organization
 - Mailing address, Phone number, Contact person Name
 - Federal taxpayers ID number
 - Type of request and amount
 - Date of when donation is needed
 - Date of the event
 - Event name
 - Anticipated number of guests attending event
 - Advertisement planned for event and how Ho-Chunk Gaming will be recognized
4. 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.
5. Ho-Chunk Gaming has established a **statewide-only** policy for donations with priority to the region within 90 miles of the nearest HCG-Casino with the exception of organizations in Madison.
6. Organizations receiving donations/sponsorships from HCG acknowledge that the funds are generated from gaming dollars. Organizations hereby authorize Ho-Chunk Gaming Wisconsin Dells to use their name in advertising and publicity.

7. **Sports teams/Recreational teams** are not considered a charitable organization and cannot be sponsored by HCG Public Relations, however, 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 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.
5. Ho-Chunk Gaming will not provide support to organizations, projects, events or activities that primarily support people under 21 years of age. These types of requests may be referred to the Community Relations Committee. Endorsing a youth event may give a false image that Ho-Chunk Gaming is endorsing youth gambling.

Pickup/Receiving

Donation vouchers will be mailed to the applicant. Larger donations, including raffle baskets, will need to be picked up at the Rewards Club Booth on site: S3214 County Hwy BD, Baraboo, WI 53913. **All donations not claimed after 7 days will be returned back to inventory.**

Application Requests may be submitted via mail, email, in-person or by fax to: Ho-Chunk Gaming Wisconsin Dells – Attention: Public Relations Department– S3214 County Hwy BD, Baraboo, WI 53913. Fax: (608) 355-4046.

Revised January 29, 2024