

2008 UCP Day

Thursday, June 12th



COORDINATORS KIT



Dear Comerica UCP Day Coordinator:

Thank you for your willingness to coordinate and participate in the 2008 Comerica UCP Day on **June 12, 2008**. UCP Day could not happen without the support of volunteers like you who are willing to share a little of your time to help others. Your support of UCP Day and UCP/Detroit is certainly appreciated.

Now in its 17th and final year, UCP Day has been a great success and morale booster. Across Metropolitan Detroit, companies will hang up their usual business attire and slip into something casual to show their support for people with disabilities.

Enclosed is everything you'll need to successfully 'Show You Care.' The goal for UCP Day is 100% employee participation, with promotion being the key factor to a successful event. Below are a few items to help you make employees and friends aware of UCP Day.

UCP Day Poster – Display poster prominently at front desk, break rooms and other populated areas.

Tally Sheet – Post additional copies of your tally sheet to allow your co-workers to register their participation.

Please contact Taryn Reid at (248) 557-5070 or treid@ucpdetroit.org for additional information or questions. As a reward for your hard work and dedication, each coordinator will receive a free button, UCP Day t-shirt, and a raffle ticket with our thanks.

Thank you for "Showing You Care" and helping UCP/Detroit help people with disabilities "live life without limits".

Sincerely,

Taryn M. Reid
Director of Marketing and Development



*Our mission at United Cerebral Palsy Association of Metropolitan Detroit is to advance the independence of **all** people with disabilities and to secure their right to self-determination and inclusion.*

To fulfill our mission, UCP/Detroit is committed to working in the following domains and supporting people with disabilities—and living “*life without limits*” :

Cerebral Palsy – it is estimated that more than 764,000 children and adults have cerebral palsy. We are committed to building resources and information that support people with cerebral palsy in having full community access. It is our goal to become a leading resource for cerebral palsy in metropolitan Detroit.

Assistive Technology –We are committed to initiatives that will improve understanding of and access to AT in the metropolitan Detroit area.

Employment –We are committed to promoting employment of all people with disabilities, including those who have not traditionally been expected to work, or seen as capable of work.

Person-Centered Advocacy –We are committed to developing new advocacy models for **Family Life** and **Adult Living** that call this status quo into question and literally *change* the social, emotional and cultural norms that underpin perceptions of disability and ultimately shape law.

United Cerebral Palsy of Metropolitan Detroit is confident as an organization and as a group of individuals that focus work in each of the four domains described above. For more information on the programs and people we serve, please contact (248) 557-5070 or visit our Web site at www.ucpdetroit.org



UCP Day Fact Sheet

UCP DAY HISTORY:

The first UCP Day was on June 20, 1990, in Baltimore, Maryland, and raised more than \$20,000. Because of the success of the Baltimore program, UCP Day program became more and more common in other markets. Growing to become one of the most successful fundraiser— in 1994, more than 13,000 companies participated in over 140 markets nationwide, raising nearly \$3 million. *Casual Day is the original “dress down” fundraising event that has inspired other organization to participate in the casual phenomenon.*

WHAT IS UCP DAY?

On UCP Day, employers allow their employees to come to work in casual clothes in exchange for a suggested donation of \$7 to United Cerebral Palsy of Metropolitan Detroit. A UCP Day button is given to each participant to wear, showing their support to the organization. All proceeds are used to provide programs and services to people with Cerebral Palsy and other disabilities.

WHO BENEFITS FROM UCP DAY?

UCP Day is a win-win partnership between the employer and their employees and the people served by UCP/Detroit. Employers' give their employees an opportunity to wear casual attire for the day instead of their formal business attire.

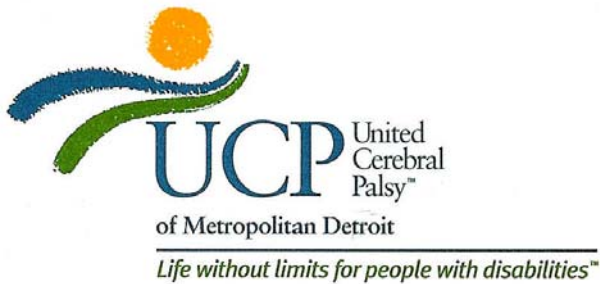
WHAT FUNDRAISING ITEMS ARE AVAILABLE FOR UCP DAY?

- Comerica UCP Day Lapel Pin and raffle ticket-**\$7**
- Comerica UCP Day T-shirt, UCP Day Lapel Pin and raffle ticket-**\$16**
- Comerica UCP Day “Show You Care” Bear (two stuffed animals will be available this year), UCP Lapel Pin and raffle ticket-**\$19**
- Comerica UCP Day package of all items listed above plus five raffle tickets (prizes to be determined)-**\$50**
- **Additional raffle tickets can be purchased for \$7 each**

WHAT ARE THE RAFFLE PRIZES?

- **First prize winner**-Two tickets to see Menopause at the Historic Gem Theatre plus a \$100 gift certificate for dinner at the Century Grille
- **Second prize winner**-Six tickets to the Comedy Castle in Royal Oak, MI
- **Third prize winner**-\$50 gift certificate to Motor City Casino Classic Buffet

Raffle drawing will be held on **Friday, June 20, 2008**



How To Participate:

- STEP 1:** Obtain approval from the head of your branch or department to participate in UCP Day. Nominate a UCP Day Coordinator who will get everyone involved!
- STEP 2:** Display event posters in a prominent position and let everyone know about UCP Day on **Thursday, June 12, 2008**. Advertise your fundraising efforts in your company newsletter, on your website or by email.
- STEP 3:** Collect contributions of \$7 or more from co-workers. As you receive donations, deposit them into the designated account (1852022647). Cash is acceptable, but checks or money orders are preferred, made payable to UCP. We are accepting all major credit cards. For more information call (248) 557-5070.
- UCP/Detroit is a 501(c)(3) nonprofit organization. Your contribution may be tax deductible; consult your tax professional.
- STEP 4:** Record contributions on the tally sheet. Make additional copies as needed. Complete and copy the sheets. Fax tally sheet with deposit slips to (248) 557-0224 or mail original tally sheets and deposit slips in the provided envelope via US postal mail — **n o l a t e r t h a n Friday, May 23, 2008**—to the address below:
- Ms. Taryn Reid
United Cerebral Palsy of Metro Detroit
23077 Greenfield, Suite 205
Southfield, MI 48075-3745
- STEP 5:** Payment must be deposited prior to shipment of UCP Day materials. Supplies will be mailed out **Friday, June 6th if original tally sheets and payment is received by Friday, May 23, 2008**.
- STEP 6:** Distribute UCP Day materials to all donors on your tally sheet. Donors should wear their buttons on UCP Day (**Thursday, June 12th**.)
- STEP 7:** Dress Code: Check with your supervisor or manager regarding casual dress code guidelines for your branch or department.
- STEP 8:** Celebrate UCP Day on **Thursday, June 12, 2008**.
- STEP 9:** If you have any questions, please contact Taryn Reid at (248) 557-5070 or treid@ucpdetroit.org

Thank you for making UCP Day a success!



Tally Sheet

ENTER TODAY'S DATE: _____ Is this your **FIRST ORDER?** Yes No

Coordinator: _____ Alternate Contact: _____

Branch/Dept: _____ MC: _____

Phone: _____ Fax: _____

Email: _____ County: Wayne Oakland Macomb or _____

Participant's Name	TOTAL	\$7 Buttons and Raffle Ticket	\$19 Bears, UCP Button and Raffle Ticket	\$16 T-Shirts, UCP Button and Raffle Ticket M, L, XL \$16		\$50 All	\$7 Extra Raffle Tickets	Payment	
				QTY	SIZE			CHECK	CASH
1. Coordinator		FREE		FREE					
2.									
3.									
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19.									
20.									
TOTAL									

Please use this form to keep track of all participating employees and their donations.

Deposit funds received in designated account (1852022647)

To order merchandise mail or fax form with deposit slips to UCP. Make additional copies as needed.

DEADLINE: Orders must be placed by Friday, May 23, 2008 to guarantee June 6th delivery.

Please **MAIL** (US Postage) completed form(s) with deposit slips to:

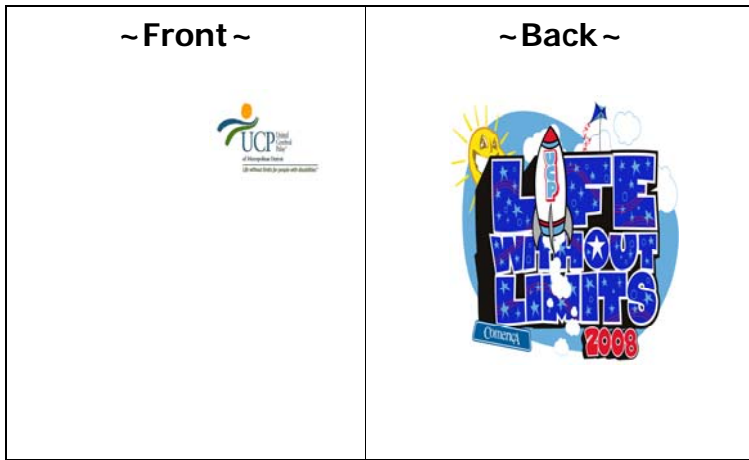
Ms. Taryn Reid, UCP/DETROIT, 23077 Greenfield Rd., Suite 205, Southfield, MI 48075

or fax to (248) 557-0224

Gift Incentives



BUTTON AND RAFFLE TICKET
 Participation Level—
 \$7.00



**"SHOW YOU CARE" BEAR w/T-SHIRT,
 UCP BUTTON AND RAFFLE TICKET**
 Participation Level—
 \$19.00

**T-SHIRT, UCP BUTTON AND
 RAFFLE TICKET**
 Participation Level**—\$16.00



**EVERYTHING-"SHOW YOU CARE" BEAR, UCP BUT-
 TON, T-SHIRT AND RAFFLE TICKET**
 Participation Level—
 \$50.00