



## COMMUNITY WALK Commitment Form

A clear relationship between Community Walk Organizer, Walk committee, and the Autism Speaks Canada staff is very important and can help ensure your event’s success. The goal for Autism Speaks Canada is to provide an environment in which volunteers and staff can work together to spread autism awareness by expanding the number of Walk communities which will ultimately increase our organization’s impact on the ASD community.

Please complete this form and email to [communitywalks@autismspeaksca.ca](mailto:communitywalks@autismspeaksca.ca) or fax [416-362-6228](tel:416-362-6228)

Yes I am committed to organizing a Community Walk in my city. And, as the Community Walk Organizer, I commit to and understand the following:

### Community Walk Organizer:

- ❖ Community WALK is a part of the Autism Speaks Canada Walk campaign and is considered a signature fundraiser in support of Autism Speaks Canada
- ❖ Will represent Autism Speaks Canada in local community
- ❖ Will follow Autism Speaks Canada’s Community Walk guidelines
- ❖ Will attend mandatory Walk volunteer webinars leading up to the Walk
- ❖ Will recruit and manage volunteers to be on the Walk Committee
- ❖ Will ensure all monies raised at the Walk are banked within 24 hours
- ❖ Will manage and ensure the Community Walk budget is not exceeded. Local expenses to be shared and pre-approved with Staff partner, and invoices along with expense forms to be submitted to ASC for payment
- ❖ Respects ASC staff

### Staff Partner Role:

- ❖ Ensures Best Practices/National Standards are met
- ❖ Is knowledgeable about ASC structure and campaigns
- ❖ Help build relationships with Key constituents
- ❖ Oversee year-round Walk programming and cultivation
- ❖ Ensures Community Walk Organizer receives ongoing 1:1 support via phone/email
- ❖ Are available and will respond to requests
- ❖ Attendance at Walk (availability and best efforts only)

### Facts to please keep in mind:

- ❖ Autism Speaks Canada WALK is Autism Speaks Canada’s property. It is the way we educate the community about services and programs and raise the valuable funds needed for our ongoing research efforts and advocates for legislation that will move our mission forward.
- ❖ ASC will develop a Community Walk webpage on the ASC Walk website, and will provide Walk resources to support your Walk; pledge forms/posters, signage and incentives (please refer to Guide).
- ❖ ASC will cover the permit costs for park rentals (if applicable) and event insurance.
- ❖ Only the Executive Director of ASC can sign contracts binding the organizations name (park rental/contract).
- ❖ Cash sponsorship dollars cannot be used to directly offset or pay for event expenditures.
- ❖ ASC staff should be considered volunteer partners and not event managers.
- ❖ We respectfully ask all signed commitments are honoured from beginning to Walk day. However, should this change for whatever reason, please notify ASC immediately.

Walk City		Walk Date	
Park/Venue		Fundraising Goal	
# of # of teams		Expected # of participants	
Organizer Name		Email	
Telephone		Cell	
Best time to communicate			
Mailing Address			

\_\_\_\_\_  
Walk Organizer Signature

\_\_\_\_\_  
Date



## Community Walk - Web Page Details

Thank you for organizing a Community Walk in your City. To support your participants fundraising we are pleased to assist you by setting up a Community Walk web-page for both teams and participants so they can register for your Walk event and create their personal fundraising page so they might begin to fundraise online.

To assist we ask that you please complete this page and return to [communitywalks@autismspeaks.ca](mailto:communitywalks@autismspeaks.ca). Please only send when all files and information has been secured.

	Details – exactly what is to be listed on Home Page	
Walk Location		
Date		
Park Name		
Park address		
Park site web link		
Registration Opens time		
Official Walk Start time		
# kms		
<b><i>Optional</i></b>	Available to you - we are happy to include on your Walk home-page.	✓ Logo attached in ESP file format
Local Ambassdor Name		
Local Ambassador Bio		
Local Ambassador Picture		
Media Print Partner		
Media TV Partner		
Media Radio Partners		
Local Sponsor		
Local Sponsor		
Local Sponsor		
Local Sponsor		