

HIKE Coordinator Guidebook



Updated September 2024

Dear Jurisdictional HIKE Coordinator,

Congratulations, and welcome to the world of HIKE! Thank you for accepting this position in your state. This guidebook is designed to introduce you to The Hearing Improvement Kids Endowment Fund, Inc. and to provide you some information and tips to help you have a successful year.

If at any time you have questions or need assistance, do not hesitate to contact any member of the HIKE Board of Directors. We are here to serve you! We also want to hear what projects you are doing and how your state is supporting HIKE. Stay in touch!

Again, thank you for accepting the position of jurisdictional HIKE Coordinator. Have a wonderful year!

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RESPONSIBILITIES OF STATE HIKE COORDINATORS

General Description:

Choosing a jurisdictional HIKE coordinator each year is helpful to the members of the Board of Directors of the HIKE Fund. These people render assistance in many ways to the HIKE Board and Grand/Jurisdictional Guardian Council. They respond to questions regarding contributions and follow-up on awards that are to be presented. They celebrate with HIKE recipients in their jurisdiction and act as a liaison between the HIKE Board and the Grand/Jurisdictional Guardian Council.

Responsibilities:

- Become familiar with The HIKE Fund, Inc. through information sent each year, and be prepared to talk about HIKE to Bethels, other Masonic organizations, community organizations, and the media.
- Attend presentations of awards in the jurisdiction whenever possible; be prepared to give a message about The HIKE Fund. Make sure the Bethels, Grand Officers, civic leaders, and the media are aware of all HIKE presentations and encourage their attendance.
- Serve as an organizer of jurisdiction-wide fund-raising activities for HIKE.
- Make sure that all contributions from Bethels and Grand/Jurisdictional Guardian Councils are sent to The HIKE Fund IMMEDIATELY UPON RECEIPT. The HIKE Board of Directors has adopted the following policy. **“All donations should be forwarded to the HIKE Executive Secretary within 10 business days of receipt.”** If necessary, an appropriate presentation can be planned for the Annual Session by presenting the Grand Guardian or Jurisdictional Guardian with a large, handwritten check showing the total amount collected during the year.
- Encourage the collection of contributions, making sure checks are made out to “The HIKE Fund, Inc.” Any cash pledges should be turned over to the Guardian Secretary who will write a Bethel check to The HIKE Fund and forward all checks to the Executive Secretary within 10 days of receipt. Our contributions are dispersed as soon as they are received; delays occur when contributions are held up for months, sometimes for an entire year, which results in lost donations because banks will not honor checks with an old issue date.

- Reach out to families who receive HIKE Awards and plan check “presentations” or celebrations.
- Encourage sending of newspaper articles and pictures of the presentation to the HIKE Webmaster for publication on the HIKE website and social media. Ensure that all necessary media release forms are completed. **The HIKE Board will not publish or print any photos or stories without the appropriate release forms on file.**
- Establish and maintain contact with audiologists in schools, hospitals, and in private practice in your area. Make sure they are using the current application forms. Use current forms found on the website.
- Communicate with The HIKE Fund Board of Directors regarding any questions that may arise.
- **Note important HIKE deadlines:**
 - **June 1:** deadline to turn in money for Daughters/Bees to receive a \$1,000 Club Medallion at Supreme Session
 - **June 15:** Applications for Adult Volunteer Awards are due
 - **June 15:** Applications to join the HIKE Board of Directors are due
 - **June 30:** final deadline to turn in money to be included in the SGC Year totals *(money received between June 2 – June 30 can go towards the \$1,000 Club, but medallions will not be ready in time for Supreme Session)*

We hope your jurisdiction has established a working framework for the collection of contributions and the presentation of awards. Should you have any suggestions to offer, please forward them to any member of the HIKE Board.

All About The HIKE Fund, Inc.

HEARING

PROCESS, FUNCTION OR POWER OF PERCEIVING SOUND.

IMPROVEMENT

MAKING SOMETHING BETTER

KIDS

CHILDREN OF ALL RACES, CREED, OR COLOR.

ENDOWMENT

PROVIDING OR EQUIPPING GRATUITOUSLY.

The HIKE Fund, Inc. is a 501(c)3 not-for-profit charity incorporated under the laws of the State of Nebraska and registered with the Internal Revenue Service as a tax-exempt charity. The Fund is the continuing philanthropic project of **Job's Daughters International**. It is fully staffed by unpaid volunteers from throughout the United States and Canada. Total operating expenses are less than 15%. The purpose of the Fund is to provide hearing devices for children with hearing losses between the ages of newborn and twenty years whose parents are unable to meet this special need financially. Approximately 40 children are provided with hearing devices each year.

Children are eligible to receive a grant, providing the need is verified by a prescription from an audiologist or physician. The HIKE Fund, Inc. is administered by a Board of Directors composed of individuals from various fields such as audiology, business, education, labor, social work, and medicine. The Fund has awarded grants for many types of devices including, but not limited to, hearing aids, FM systems, cochlear equipment (not medical procedures), tactile units, alerting systems, specialized sports equipment, and other communication devices to aid children with hearing loss in communication.

Important Dates in HIKE History:

June 1, 1923: Birthdate of HIKE Founder Emma Tedrick (Ohio)

November 2, 1929: Birthdate of HIKE Founder Charles "Chuck" Terrill (Michigan)

1985 SGC Installation: ASG Charles Terrell introduces HIKE to Job's Daughters

November 8, 1985: HIKE is registered as a Nonprofit Corporation in Nebraska

May 9, 1991: HIKE received its final letter of approval from the IRS as a 501(c)3 not-for-profit

FAQ's (Frequently Asked Questions)

Q. What does The HIKE Fund, Inc. mean?

A. The term HIKE is an acronym for Hearing Improvement Kids Endowment. It is incorporated as a not-for-profit charity under the law of the State of Nebraska and registered with the Internal Revenue Services as a tax-exempt charity. The HIKE Fund, Inc. is the continuing charity project supported by Job's Daughters International.

Q: How to make a donation?

A: Submit your donation online at www.thehikefund.org or send your donation to The Hike Fund Inc., c/o **Hike Board Executive Secretary**, 530 Elliott St, Council Bluffs, Iowa 51503-0202, Phone (712) 325-0812, E-mail executivesecretary@thehikefund.org
Questions? Include the **Donation Form** or the **Current Incentive Program Form** with your contribution.

Q. What is the purpose of the fund?

A. It has a two-fold purpose. First, the funds (provided in grants) assist children with hearing loss to achieve improved communication skills. Second, it provides a means of public awareness and public relations for Job's Daughters International®.

Q. To apply, must a child be related to a Job's Daughter's family?

A. No. Any child with hearing loss between the ages of newborn and twenty years, with financial need, may apply.

Q. How do I locate a child in need of our assistance in my community?

A. Hearing clinics, school nurses, health departments, and local social services departments often identify children who need assistance.

Q. Are grants from The HIKE Fund, Inc. approved only for hearing aids?

A. No. With proper application, other hearing devices, as needed, on an individual basis may be considered for funding. Included may be hearing aids, FM systems, cochlear equipment (not medical procedures), tactile units, alerting systems, specialized sports equipment, and other communication devices.

Q. Must a family be indigent or on welfare to qualify?

A. No. Many of the recipients are children of working parents who are unable to meet this special need financially.

Q. Where can I get an application?

A. Applications are online at www.thehikefund.org

Q. Must a Bethel or Jurisdiction contribute to The HIKE Fund, Inc. before an application can be received from that jurisdiction?

A. No. However, Bethels and states are always encouraged to participate in raising money for the fund. Applications are received from all states, even those without Job's Daughters Bethels.

Q. Where does one submit the application?

A. You may submit an application to The HIKE Fund, Inc. in care of the person listed on page three of the application form.

Q. Where does the Bethel send the money which they received from HIKE fundraisers?

A. To Mr. John Hauser, Executive Secretary of the HIKE Board: 530 Elliott Street, Council Bluffs, IA 51503

Q. Is there a limit to the amount of grant?

A. Each Application is considered independently. Usually, grants are awarded based on the financial need of the family and according to the price indicated in the prescription accompanying the application form. Currently the maximum grant is an amount of \$5000.

Q. Are contributions to HIKE Fund, Inc. tax deductible?

A. Yes. The charity itself is identified as a tax-deductible organization under the Internal Revenue Code, Section 501(c)(3). The tax identification number for The HIKE Fund, Inc. is 36-3406438. This is only for **The HIKE Fund, Inc.** not for Job's Daughters International.

HIKE Board of Directors

| Name | Contact Information | Responsibilities |
|--------------------------|-----------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Tiffany Ingles | president@thehikefund.org | President – preside at meetings of the Board and ensure that HIKE fulfills all of the purposes for which it was created |
| Ellen Garrabrant | applications@thehikefund.org | First Reader – receives and reviews applications for required documents and makes necessary contact with families and audiologists to ensure all required documents and information have been included. Applications are forwarded to the HIKE Board audiologist consultant for review, as needed. |
| John Hauser | executivesecretary@thehikefund.org | Executive Secretary – receive all donations; answer inquiries about HIKE |
| Donna Goede | administrativesecretary@thehikefund.org | Administrative Secretary – adult volunteer awards, incentive programs, sends letters / postcards of acknowledgment for donations |
| Karen Rudolph | treasurer@thehikefund.org | Treasurer – disperses funds for grants upon approval of the audiologist |
| Gabriela Conrad-Distasio | marketing@thehikefund.org | Director of Merchandise -maintains an inventory of items to be sold at Supreme Session and other events to benefit HIKE |

| Name | Contact Information | Responsibilities |
|-------------------------------------------------------------------------------------------------------------------------|------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| John Vezeau | finance@thehikefund.org | Vice President/Financial Secretary – completes a monthly review all financial statements from the Exec. Secretary and Treasurer |
| Sue Nickerson | coordinatorsupport@thehikefund.org | Director of State Coordinators – communications with State Coordinators to provide support and share ideas |
| Peggy Rendt | incentives@thehikefund.org | Director of Jewelry and Incentives – mails pin and charms upon verification of the Exec. Sec. |
| Kristina DeLosReyes | webmaster@thehikefund.org | Director of Website & Social Media – maintains our HIKE website and various social media accounts, maintains a history of HIKE fundraising events and presentations |
| Raymon Bacchus | fraternal@thehikefund.org | Director of Fraternal relations - building relations with various Masonic organizations |
| Todd Campbell | compliance@thehikefund.org | Member-at-Large / Compliance – reviews and writes policies and compliance documents for the Board |
| Jennifer Arruda | fundraising@thehikefund.org | Member-at-Large/Fundraising – explores new avenues of fundraising and grant opportunities |
| Support Services Provided By: Claudia Hauser, First Reader Assistant Diana Hanson, MS, CCC-A, Audiologist Consultant | | |

The HIKE Fund, Inc. Online Presence

Website: <https://www.thehikefund.org>

Social Media:

Facebook: <https://www.facebook.com/TheHIKEfund/>

Instagram: @thehikefund1985

Some other fun facts to consider:

September is Deaf Awareness Month

Learn more here: <https://www.hasa.org/2022/09/01/september-is-national-deaf-awareness-month/>

April is National Deaf History Month

Search for more information and watch for updates on the National Association of the Deaf website: <https://www.nad.org/>

April 15th is National American Sign Language Day

Learn more here: <https://deafchildren.org/2024/04/celebrate-national-asl-day-with-us/>

May is National Speech-Language-Hearing Month

Learn more here: <https://www.asha.org/national-speech-language-hearing-month/>

Important Legal Information

- The Hearing Improvement Kids Endowment, Inc. is a 501(c)3 not-for-profit charity incorporated under the laws of the State of Nebraska and registered with the Internal Revenue Service as a tax-exempt charity.
- Our U.S. Tax ID Number is 36-3406438
- Receipts are given by the HIKE Board of Directors. Be sure to include the name and address of any donor requesting a receipt. Postcard acknowledgements are mailed for smaller donations, and formal letters are mailed for donations over \$100.
- Donations are only tax deductible if the donor does not receive anything of value in return and the donation is made to The HIKE Fund.
- If you are planning a raffle or other game of chance, such as bingo, be sure to check not only Masonic Law in your jurisdiction, but also your state law. Often states and local jurisdictions require you to obtain a license or other approval.
- Absolutely no unmanned donation buckets should be used for HIKE donations at any time. This includes jars placed in businesses.
- We are a registered charity in all states that require registration.
- Here is our official HIKE Logo. Be sure to always print HIKE without the periods (not H.I.K.E. – this is used in Canada). You do not need special permission to use it, but if you are going to sell an item using the logo to raise money for HIKE, please let the Board of Directors know your plans. These items may not be sold at Supreme Session. The HIKE logo is not to be used for activities or merchandise related to alcohol (bottle raffle, shot glasses, etc.). An electronic version of this logo can be provided for your use upon request by contacting the Executive Secretary.



Importance of Sending Donations to The HIKE Fund in a Timely Manner

It is important to send in donations quickly. Do not hold on to them very long, as many things can happen. Some checks may state on them that they are not valid after 90-180 days. These checks cannot be cashed. At times, some may have closed an account or think that the check has cleared. These situations have resulted in bounced checks, which mean no donation and return check fees that cost the HIKE Fund money.

In the past, we have received some checks that have been 12 to 18 months old. Imagine what goes through the donor's mind each month that the HIKE donation check does not clear their account. This sends the wrong message to donors. We tell donors how badly we need the money, yet it takes months to cash their check. The next time they are asked to donate, they may remember how long it took us to cash their last check, and they may not be willing to give. As the coordinator, please remind those in your jurisdiction of this problem so we can make sure every donation counts.

No Third-Party Checks – The Name is Important

The financial institution The HIKE Fund uses will no longer accept third-party checks. What is a third-party check? It is a check that is written out to someone (person or business) and the funds were intended to go to someone else, like the HIKE Fund.

In the past people would counter-endorse the back of the check, "Pay to the Order of The HIKE Fund," and sign the check. So, what are our options? Ask for a new check made payable to "The HIKE Fund," or the person/organization named on the check can deposit it and issue a check for the funds payable to "The HIKE Fund." Third-party checks we receive will need to be sent back to have a new check issued and can result in a delay in the daughter gathering the contribution and getting credit.

Request for Proof of Non-Profit Status IRS Determination Letter

The HIKE Fund, Inc. is a 501(c)3 not-for-profit charity incorporated under the laws of the State of Nebraska and registered with the Internal Revenue Service as a tax-exempt charity (U.S. Tax ID No. 36-3406438). Some organizations making donations or hosting events will require proof of non-profit status as a tax-exempt organization. They may request a copy of our organization's 501(c)3 determination letter issued by the Federal IRS or additional documentation. You may request this information from the HIKE Fund Executive Secretary by sending an email to executivesecretary@thehikefund.org.

Proof of Insurance – Certificate of Liability Insurance Forms

Many times, the venue where you will be holding a function will request “Proof of Insurance”. If you are a Job’s Daughters group, you will need to review Job’s Daughters Insurance Policy (BOT-POL-1). You can request liability insurance through the Job’s Daughters International® website at <https://form.jotform.com/jdisupreme/request-for-insurance>. You MUST allow a minimum of two weeks for the Insurance company to process your request.

Questions about proof of insurance forms should be directed to the JDI Executive Manager.

Information on covered activities and JDI insurance can be found online at:
<https://jobsdaughtersinternational.org/resources/#Insurance>

IRS Guidelines About Charitable Donations

Cost of dinners, shows or events: You cannot claim a deduction for anything of value you received. You cannot advertise or tell people that the cost of a meal, show or event is tax deductible. You must determine what the cost/value of the event is, and any monies received above that value is tax deductible. If someone pays \$50 for a ticket to the dinner and the cost of the dinner is \$10 per person, then the charitable part is \$40. Sometimes people put that on the ticket itself. The wording could be "Value received is \$10 – Remainder of ticket price is deductible as allowed by IRS." Or something like that. It can be on the ticket itself or in the advertisement for the event.

Please Reserve I/We would like to attend the Imagine More Dinner. Proceeds will benefit neuroscience research at

☐ Individual Ticket - \$175.⁰⁰ For more information call Yogi Beara at 422-222-2222 or email Yogi@Yellowstone.net
☐ Table of 8 - \$2,000.⁰⁰

Total Number of Attendees Total = \$

Primary Contact

| | |
|----------------|--|
| Name | |
| Address | |
| City/State/Zip | |
| Telephone | |
| Email | |

I/We would like to pay with:

☐ Check ☐ AmEx
☐ MasterCard ☐ Discover
☐ Visa

Please make checks payable to

\$95 per individual ticket/\$1,360 per table is tax deductible.

| | |
|-----------------|-----|
| Please Charge | \$ |
| Card Number | |
| Expiration Date | / / |
| CVC | |
| Signature | |

You should record the Name, address, city, state, zip, and amount paid and amount considered deductible and send a copy of this with the contributions to The HIKE Fund. This is in case the IRS requests verification of donations. Be sure the information is legible. You should also retain a copy.

For silent auction items: Any monies received above the actual value of the item is considered a donation. In this case, you should send a letter thanking them and it should state what they paid for the item, along with the value of the item. The value of the item and the amount above this value may be tax deductible but they should consult a tax advisor. You should record the Name, address, city, state, zip, and amount paid and amount considered deductible and send a copy of this with the contributions to The HIKE Fund. This is in case the IRS requests verification of donations. You should also retain a copy.

Donations checks made out to the HIKE Fund – Donations under \$100 are sent a postcard acknowledging the donation. Donations of \$100 or more are sent a letter and the letter contains the language that “Nothing of value was provided in exchange for this donation. This may be tax deductible as a charitable contribution. Please consult your tax advisor.”

Cash donations - if you are telling the person it is tax deductible and they intend to claim it on their taxes, you should record the name, address, city, state and zip, amount paid and amount considered deductible. Send a copy of this with the contribution to The HIKE Fund. This is in case the IRS requests verification of donations. You should also retain a copy. If the name and address is provided, we will send an acknowledgment. All donation acknowledgements should come from the HIKE Board of Directors. This is important because if there is ever a question, the IRS will come to The HIKE Fund, Inc. for answers.

Sample Text of Acknowledgement letter

| | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| <p>Dear Fred,</p> <p>Thank you. We have received your \$25.00 gift, which has been designated to the Buena Vista University Council Bluffs Restricted Fund.</p> <p>Your investment helps BVU offer students the opportunities to reach their academic potential; receive mentoring from dedicated faculty; participate in athletics, exceptional internships and innovative service projects; thrive in a close-knit campus community, and much more.</p> <p>Thank you for your support of BVU and the students we proudly serve. With your gift, you are a Loyal Beaver and receive this year's decal.</p> <p>With gratitude,</p> <p><i>Barbara Aiona</i></p> <p>Barbara Aiona Director of Annual Campaigns 712.749.2101 aionab@bvu.edu</p> <p>BA:jb</p> <p>P.S. As required by the IRS, charitable gifts that you intend to deduct on your taxes must be documented with a receipt from the institution. Buena Vista University formally acknowledges that you received no goods or services of value in return for this gift. Please retain this letter of receipt for your records.</p> | <p><i>Thank you!</i></p> |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|

You cannot claim a deduction for HIKE pins, shirts, and other merchandise. The value of the charms is insignificant, they are not paid for and are not considered merchandise.

Fundraising for HIKE

Planning an event:

- Think outside the box – new and exciting, do not be afraid to try something different
- Ask the daughters – they have great ideas and keeps them involved, make them part of the committee.
- Invite and promote to Masonic bodies and non-Masonic people
- Promotion does go hand in hand when doing a HIKE event, use the event to promote both. Have materials for HIKE and prospective members
- Plan – Plan – Plan

Formulate an Idea

Get a committee and a chairperson

Set the date – allow as much time as possible for planning

Use the committee to assign task:

- Advertising
- Arranging need supplies
- Location secured and permits that may be need, and JDI insurance required, if needed
- Create enthusiasm
- Get volunteers on board for event

Plan committee meetings and make sure to communicate with everyone.

Day of Event

- Carry out plan and let everyone take care of assigned tasks.
- Turn all cash into a check made out to The HIKE Fund, and mail as soon as possible to HIKE Executive Secretary
- If Daughters/Bees have collected, make sure to include order form for incentive pins and charms. Note: Include an order form even if no pins are charms are ordered as we use this form to assign credit to the Daughters/Bees for the donations.
- Take pictures and submit to HIKE webmaster page and local papers. Make sure to have media release on file for each participant (both Daughters and adults).

Consider adding a statement allowing photographs on your registration page.

Fundraising Ideas

- Piggy bank collections
- Car washes
- Bake sales / Holiday cookie sales
- Dinners / breakfasts
- Booths at city / county fairs
- 5k and walks
- Masonic youth dances
- Raffles and drawings (be sure to check local laws)
- Silent auctions
- Game nights / trivia / quarter auctions
- Jobie pinewood derby
- Rubber duck races
- Selling items – crafts, candy etc.
- Pie auctions
- Seasonal events – Easter Bunny, Santa, Halloween
- Someone special dances

Try a putt putt golf outing! Get sponsors for the holes by reaching out to Masonic bodies, audiologists, friends, and family. Participants can pay a fee to play that includes a donation and/or t-shirt for the event.

Scavenger hunts are fun for everyone - try them at a zoo and hunt for sounds.

Create a display board for donations utilizing the theme from the year \$1, \$5, and \$10. Set this up at installations, official visits, or other Masonic events you are at. You could set up at a local festival or craft show as promotion for HIKE and Job's Daughters.

HIKE – FUNdraising Ideas

In order to raise more funds than you normally have, you need to look at raising funds in a different way than you normally have. Job's Daughters is a safe environment where our members can learn and grow, but when you invite the public to participate you may need to have additional council support to ensure the event is a success.

Have a Bowl-a-thon, but instead of:

- 10 Daughters each collecting a \$10 pledge from parents – total raised \$100.

Try this:

- Invite other Bethels, Rainbow Assemblies, DeMolay Chapters, Masons, Eastern Star and other Masonic bodies to participate.
- Partner with Audiologist or hearing equipment company
- Invite Sign Language clubs at high schools or colleges to participate
- Get corporate event sponsors

Other Unique Events Include:

- Sanctioned 5K race
- Partner with a Masonic Motorcycle Club and hold a Ride for HIKE
- Schedule your event during popular times of the year. Let events already on the calendar work for you.
 - Sell fruit baskets at Christmas
 - Flowers at Valentine's Day or Mother's Day
 - Chili in the fall
 - Pizza or Sub Sandwiches at Superbowl Time
- If your city already has a large event or festival, get involved! Don't try and recreate a whole new event to attract people to. Go where the event is and tap into their crowds.
 - Sell concessions at large sporting events
 - Sell toys at the Shrine Circus
 - Park cars at the state or county fair
 - Wash cars at a Scottish Rite Reunion

Double Your Money:

- Ask the Masons (or other Masonic body) if they will match the funds your Bethel raised for HIKE and you can double your gift!
- Many businesses also match gifts donated by their employees. Check with your Council, Majority Members, and parents of Daughters to see if their employers participate in matching gifts. It is the easiest money out there!

The number one reason people donate is because they are asked! It's that simple! If you don't ask, the answer will ALWAYS be no. Have every member write a letter about their

favorite sound and what HIKE means to them. Have everyone send the letter to 10 people. If 10 members get 10 people to donate \$10 each, you will raise \$1,000!

Please note the following

1. There are no startup monies from the HIKE Board for operational funds for an event.
2. Please notify the HIKE Board President that you are planning an event. We would love to help you promote it. Email us at: president@thehikefund.org.

HIKE Fundraising Talking Points

Our motto is “Kids Helping Kids” and that makes us unique. Many of us have raised funds for HIKE and presented them to a girl who later joined Job’s Daughters. We have seen firsthand how the money we raise can change someone’s life. There are thousands of other charities, and we are grateful you chose HIKE to support. Just imagine what it would be like if you could not hear the laughter of your friends, your favorite song on your iPod, or the bark of your pet dog. When YOU raise more money for HIKE, we can provide more devices and equipment to those who need it.

Every fundraising program has components where Daughters of different ages can get involved. Jobies-to-Bee can help decorate, older members can design flyers and promotional materials, Council members can collect funds raised and everyone can promote it through social media to their friends. If you have a member who is artistic, ask her to design a logo for the event. If you have a member interested in journalism, have her pitch the idea for coverage in the local newspaper. Use the skills and strengths of those in your Bethel while mentoring the younger members in the planning process.

The best way to raise the most amount of money is to secure sponsors for your event. You can start with businesses owned by Masons and expand into the deaf community and businesses aimed at assisting people with hearing loss. You can give your sponsors additional recognition by including their name or company logo on banners, tee shirts or any promotional pieces you create. Depending on the size of the event, your sponsorships can sell for \$200 - \$3,000 each. Think how quickly you can reach your goal when you are able to secure funds like that!

Instead of having a traditional HIKE in the park with Daughters collecting pledges, put some additional effort into the planning process and schedule a sanctioned 5K race. Partner up with a Masonic Motorcycle Club and hold a Ride for HIKE where the event is and tap into their crowds. Sell concessions at large sporting events, sell toys at the Shrine Circus, park cars at the state or county fair, wash cars at a Scottish Rite Reunion.

How to Talk about HIKE

Here are some key points to include when talking about HIKE to other Masonic organizations or the general public.

- The HIKE Fund, Inc. was established in 1985 by Job's Daughters International
- HIKE is run by a volunteer Board of Directors – There are no paid positions within HIKE.
- Children from birth to age 20 are eligible to receive assistance, regardless of gender, race, religion, or family situation.
- The HIKE Fund can assist with the purchase of hearing aids, FM systems, and Baha processors for Cochlear implants, among other things. They are not able to assist with the costs of medical procedures.
- Since its founding, HIKE has helped nearly 3,000 children (2,929) and given over \$6.5 million in assistance (\$6,568,000.50)
- In Indiana alone, HIKE has awarded a total of \$372,507.50 to 170 children since 1985
- From August 1, 2022 – July 1, 2023, 8 Indiana children have been given over \$30,000 (\$34,150)

(If you need HIKE award numbers for your jurisdiction, contact the HIKE Board president at president@thehikefund.org)

Businesses that Offer Donation Matching Programs

(This is in no way a complete list – be sure to check with your employer.

Contact us at webmaster@thehikefund.org to add a company to our list)

| | |
|----------------------------------------------|-----------------------------------------------|
| Abbott Laboratories | Caterpillar Foundation |
| Accenture Foundation, Inc. | The Charles Schwab Foundation |
| The ACE INA Foundation | Chevron |
| ADC Foundation | Chevron/Texaco |
| Adobe Systems, Inc. | Choice Hotels International |
| Aetna | Chubb & Son |
| Air Products and Chemicals, Inc. | CIGNA |
| AK Steel Corp. | Cingular Wireless |
| ALCOA | Cisco Systems, Inc. |
| Alliance Berstein | Citigroup |
| Allstate Foundation | Clampco Products |
| Altria | Cleveland-Cliffs Foundation |
| American Electric Power | Colgate-Palmolive Company |
| American Express | Computer Associates International, Inc. |
| American International Group, Inc. (ADP) | Cooper Industries |
| Ameriprise Financial | Corning Incorporated |
| Amgen Foundation | Countrywide |
| AON Center | Dana Corporate Foundation |
| Argonaut Group, Inc. | Dannon Company |
| Ashland, Inc. Foundation | Davey Tree Company Foundation |
| A T & T | Degussa Construction Chemical of America (aka |
| Automatic Data Processing, Inc. (ADP) | Master Builders) |
| AVAYA | Deloitte Foundation |
| Aventis | Deluxe Corporation |
| Avery Dennison | Deutsche Bank of America |
| AXA | Devon Energy Corporation |
| Bank of America | Diebold Foundation |
| Bank One Corporation | Dominion Foundation |
| Barnes Group Foundation, Inc. | Eaton Corporation Charitable Fund |
| BASF Matching Gift Program | Ecolab, Inc. |
| Baxter Allegiance Foundation | Eli Lilly and Company |
| BD Associates | Emerson Electric Co. |
| BD Matching Gift Program (BD Giving Station) | ENDO Pharmaceuticals Matching Gift Program |
| Bearing Point Charitable Foundation | Energizer Matching Gift Program |
| BF Goodrich | EOG Resources, Inc. |
| BillMatrix Corporation | Ericsson, Inc. |
| Bituminous Insurance Companies | Expedia, Inc. |
| The Boeing Company | ExxonMobil |
| BP Amoco | Fannie Mae |
| BP Pensioners | Federal Home Loan Bank of Dallas |
| Bridgestone/Firestone | Fifth Third Bank Corp. Foundation |
| Brink's Inc. | First Energy Foundation |
| Brush Wellman, Inc. Matching Gift Program | First Tennessee/First Horizon |
| Burlington Northern Santa Fe | FM Global |
| Candance Design System, Inc. | Follett Corporation |
| CAN ? Changes from CAN | Ford Motor Company |
| CARMAX | |

Businesses that Offer Donation Matching Programs

(This is in no way a complete list – be sure to check with your employer.

Contact us at webmaster@thehikefund.org to add a company to our list)

Gannett Match Community Foundation of
Louisville
GAP
Gartner, Inc.
General Electric (GE) Foundation
General Mills
General Re Corporation
GlaxoSmithKline
GlaxoWellcome Matching Gift Program
GMAC RFC
Grainger
Haas Jr. Fund
Harley-Davidson Financial Services
Hewitt Associates LLC
Home Depot, Inc.
Houghton Mifflin Company
Hyperion Solutions
The IAC Foundation, Inc.
IBM Corporation
ICI Paints of North America
The IFF Foundation
ING Foundation
International Paper Company Foundation
Intuit Foundation
ITW – Illinois Tool Works
J.P. Morgan Case
Johnson & Johnson Family of Companies
Johnson Controls
Jones Lang LaSalle
Jostens
Kaplan Inc.
Kemper Insurance Companies
Kennametal Foundation
Key
KEYSPAN Matching Gift Program
Kimberly-Clark
Knight-Rider
Lamson & Sessions Foundation
LandAmerica Foundation/LandAmerica Financial
Group, Inc.
Lennox International
Levi Strauss
LexisNexis
Lincoln National Financial Group Foundation
Lockheed Martin Corporation
L'Oreal USA Products College Gift Match Program

The Lubrizol Foundation
Massachusetts Mutual Life Insurance Company
Mattel Children's Foundation
May Department Stores, Inc.
Maytag Foundation
MBNA America
The McGraw-Hill Companies, Inc.
McMaster-Carr
The Meadows Foundation
Mellon Bank Matching Gifts Program
Mellon Gift Matching Program
The Merck Company
Merrill Lynch
Met Life Foundation
Microsoft
Minerals Technologies Inc.
Monsanto Matching Gift Program
MONY Life Insurance Company
The Moody's Foundation
Morgan Stanley Foundation
Motorola
Murphy Oil Corporation
National City Bank
National Semiconductor Community Care Giving
Program
Nationwide Foundation
Navartis
NCR
Neiman Marcus Group
Network Associates
New York Times Foundation
Nissan
Nokia
Nordson Corporation
Norfolk Southern Foundation
The Northern Trust Company
OMNOVA Solutions Foundation
Oracle Corporation
Parker Hannifin Foundation
Pella Rolscreen Foundation
Pepsi Americas Foundation
Pepsico
Pfizer
Pharmacia
Phillips Electronics
PPG Industries Foundation

Businesses that Offer Donation Matching Programs

(This is in no way a complete list – be sure to check with your employer.

Contact us at webmaster@thehikefund.org to add a company to our list)

| | |
|-------------------------------------------------|-------------------------------------------|
| Price Waterhouse Coopers LLP | Synopsys |
| Proctor & Gamble | T. Rowe Price Associates Foundation, Inc. |
| Progressive Insurance Foundation | Tektronix |
| Prudential Financial | Telcordia Technologies |
| Quest Diagnostic | Temple-Inland |
| R.R. Donnelley | Tenet-Healthcare |
| Radio Shack/Tandy | Texas Instruments |
| Raytheon Company | Textron |
| Rockefeller Foundation | Thompson Tax & Accounting |
| Rockwell Collins | Thrivent Financial for Lutherans |
| Rockwell International Corporation | Timken |
| The Rosewood Foundation | The Tomkins Corporation |
| Sabre Holdings | Towers Perrin |
| Safeco | Tyco |
| Saint-Gobain Corp. | U.S. Bancorp |
| The Sallie Mae Fund | UBS |
| SAP Matching Gift Program | Union Pacific Corporation |
| Schering-Plough Foundation | United Technologies |
| Science Applications International Corporation | UnumProvident Corporation |
| Scientific-Atlanta, Inc. | UPS Foundation |
| Shell Oil Company Foundation | The Vanguard Group |
| Sherwin-Williams Foundation | Verizon |
| Simpson Manufacturing Co., Inc. | Wachovia – no forms, all done online |
| Southern Company Services Matching Gift Program | Walt Disney Company Foundation |
| Sprint | Washington Mutual |
| SPX Corporation Foundation | Washington Post Company |
| Square D | Wellpoint |
| Stanley Works Foundation | Wells Fargo Matching Gift Program |
| Starbucks | West |
| State Farm Companies | Weyerhaeuser Company Foundation |
| Steelcase | Williams Community Relations |
| The Sun Microsystems Foundation | Yahoo |
| Sun Trust Mid-Atlantic | YUM! Brands |
| | The Zurich-US Foundation |

Sample letter to request donations from Masonic Family Organizations (Lodges, Eastern Star, Amaranth, etc.)
(in some jurisdictions, you must request permission from the Grand Lodge before soliciting donations from Lodges in this way)

Dear Friends:

As members of the Masonic Family, we know that philanthropy has a very important place in your hearts and in your work. Through this letter we hope to inform you of what one branch of your Masonic Family, Job's Daughters International, is doing to promote the spirit of charity and what makes Masonry special and unique.

Job's Daughters International (JDI) is an organization for girls from the ages of ten to twenty who have a connection with a Master Mason. Founded in 1920 in Nebraska, there are now Job's Daughters Bethels throughout the United States, Canada, Australia, the Philippines, and Brazil.

From the beginning, philanthropy has been an important part of being a Job's Daughter. However, in 1985, members and adult supporters of JDI set out to create a charitable organization all our own. So was born The HIKE Fund, Inc. which stands for Hearing Improvement Kids Endowment. The HIKE Fund raises money for children in need of hearing aids and other assistive technology. The fund awards children who demonstrate both a medical and financial need up to \$5000 for the purchase of assistive hearing devices, regardless of gender, race, or religious affiliation.

Today The HIKE Fund, Inc. is going – and growing – strong. HIKE is a fully recognized 501 (c)3 organization registered with the Internal Revenue Service. Since its beginning in 1985, members of JDI have raised over six million dollars and awarded listening devices to over 2,900 children. We are proud of the fact that our operating expenses are less than five percent. For every \$100 raised, at least \$85 goes directly to recipients. Donations continue to increase each year. As expected, with an increase in exposure comes an increase in demand for HIKE's services, and each year the cost of devices also increases. At any given time, there are numerous children awaiting awards.

The success of HIKE gives members of JDI a sense of pride and accomplishment equal only to the pride of our Masonic heritage. There are truly very few places where a girl of ten, eleven, twelve, or even sixteen can boast she has been instrumental in changing another child's life. In fact, the motto of The HIKE Fund, Inc. is derived from this unique experience. Kids Helping Kids.

Anyone can be a part of the magic that is created through HIKE. Donations are gladly accepted for both the general fund, which goes back to the children, and for the endowment, which accepts a minimum donation of \$500 and works to ensure the long-term success of The HIKE Fund, Inc. All donations to HIKE are tax deductible; our tax identification number is 36-3406438. HIKE also accepts funding from wills, bequests, memorials, stock transfers, and corporate donations. Donations made out to "The HIKE Fund, Inc." and inquiries can be sent to:

The HIKE Fund, Inc.
c/o John Hauser, Executive Secretary
530 Elliot Street
Council Bluffs, IA 51503
executivesecretary@thehikefund.org
www.thehikefund.org

Children may be recognized for their HIKE grants in public ceremonies throughout the United States. If you ever have the opportunity to attend such a presentation, please do. The experience will be a very moving and rewarding one. The look on the face of a girl who for the first time hears her mommy's voice, or a boy who hears his own laughter for the very first time, is one that you will never forget. Moreover, knowing that you were a part of that laughter will change your life forever.

Thank you for your time and support.

Sincerely,

Sample letter to request donations from businesses

Dear _____,

When you look into the face of a child with hearing loss, it's impossible to know the emotional impact they experience.

A child like this may be mocked and teased. Challenged to participate in school activities, to have friends, and misunderstood by family. They struggle because parents often can't afford the hearing devices their children need. Some may never have the opportunity to hear what you and I take for granted every day.

For 40 years at the Hearing Improvement Kids Endowment (HIKE) Fund, Inc., we have seen what giving a child the opportunity to hear can do. One mother said through tears, "My son, for the first time in his life, will be able to hear my voice." Another mother shares that after her daughter was fitted with a new device to see if it would help, we walked out the door at the center and she looked up at her and said, "Listen mommy, the birds sing."

The HIKE Fund has:

- Presented more than 2,900 grants to children from birth to 20 years of age,
- Raised over \$6.5 million dollars,
- Awarded grants for hearing aids, FM systems, closed caption converters, tactile units, and alerting systems,
- Been administered by a volunteer Board of Directors since inception.

An average HIKE grant is \$4500, which provides a child with the gift of hearing. In only a few short appointments, a child can be fitted and taught how to use the device. A child's life is transformed.

Sadly, we do not always have sufficient funds to provide for every child who applies for a grant. **That's why we need your help.** Your generous donation will give the gift of hearing and open a world of opportunities for many children to grow and develop with limited challenges. Any donation is greatly appreciated. Would you make a donation of \$100 or more so we can continue to provide for all the children who apply? Our nonprofit tax identification number is 36-3406438. Donations can be made by sending them to:

The HIKE Fund, Inc.
c/o John Hauser, Executive Secretary
530 Elliot Street
Council Bluffs, IA 51503

To learn more about the HIKE Fund, Inc., or to make a donation online, go to www.thehikefund.org. Thank you in advance for helping us work toward changing the lives of children!

Sincerely,



FOR GENERAL DONATIONS FROM INDIVIDUALS OR GROUPS
Use Incentive Order Form for Daughter credits

AMOUNT OF DONATION: _____

NAME: _____

ACKNOWLEDGEMENT TO BE SENT TO: _____

ADDRESS: _____

CITY: _____ STATE/PROVINCE: _____ ZIP: _____

PHONE NUMBER: _____ E-MAIL ADDRESS: _____

Return this form to the HIKE Secretary along with a
check payable to "The HIKE Fund, Inc."

DO NOT SEND CASH.

HIKE Secretary
530 Elliott St.
Council Bluffs, IA 51503-0202

If you have questions, please contact HIKE Secretary
at (712) 325-0812 or executivesecretary@thehikefund.org



FOR MEMORIAL OR HONORARY DONATIONS

Use Incentive Order Form for Daughter credits

AMOUNT OF DONATION: _____

☐

IN MEMORY OF

☐

IN HONOR OF

NAME OF HONOREE: _____

ADDRESS OF HONOREE/FAMILY: _____

CITY: _____ STATE/PROVINCE: _____ ZIP: _____

PHONE NUMBER: _____ E-MAIL ADDRESS: _____



DONOR'S NAME: _____

DONOR'S ADDRESS: _____

CITY: _____ STATE/PROVINCE: _____ ZIP: _____

PHONE NUMBER: _____ E-MAIL ADDRESS: _____

Return this form to the HIKE Secretary along with a check
payable to "The HIKE Fund, Inc."

DO NOT SEND CASH.

**HIKE Secretary
530 Elliott St.
Council Bluffs, IA 51503-0202**

If you have questions, please contact HIKE Secretary
at (712) 325-0812 or executivesecretary@thehikefund.org

Current versions of the program forms shown below can be found online
<https://thehikefund.org/hike-coordinators-corner/contests-and-awards/>

Supreme Guardian and Associate Supreme Guardian Letter



The Hearing Improvement Kids Endowment
(HIKE) Fund, INC.
The Official Philanthropy of
Job's Daughters International®



*The Supreme Guardian and Associate Supreme Guardian
"Bee" Kind for HIKE Program*

Dear Daughters, Adult Workers, and HIKE Supporters:

As we all know, one of our most valuable promotional programs is our philanthropy, The HIKE Fund, and Job's Daughters has proudly supported the HIKE Fund for 40 years. Although HIKE is a separate entity from the Supreme Guardian Council, we are committed to working together to provide improved hearing for children. Each HIKE award presented on behalf of Job's Daughters International® reflects this common goal and promotes our Order.

Our ability to hear is a gift that we often take for granted. Imagine a world where you could not hear bees buzzing, birds chirping, the wind, trees rustling, or your parent's voice. Imagine how difficult it would be in school if you could not hear your teacher's instructions or your friends and family; their words of encouragement help us build relationships with those around us. Imagine how different your life would be without your ability to hear!

We are asking everyone to "Bee" Kind this year as we continue to work together to help children hear! Our goal is to raise HIKE funds to award grants to all qualified applicants. One grant can be as much as \$5,000. Won't you share the gift of charity and help us help others?

Through your efforts, love, and kindness, we can continue to help kids. You can purchase the "Bee" Kind for HIKE Sunflower pin for \$5.00. For every donation of \$25, you will earn a charm to attach to your pin, or the "I Love You Hand" charm for \$50. One charm represents the 40 years of HIKE and other fun symbols such as the Bee, Gem, Gnome, and Hive. By participating and supporting the 2024-2025 "Bee" Kind for HIKE program, everyone can help us celebrate working together as we help children hear. Be sure to document the Daughter's Contributions by sending in a HIKE Pins and Incentive Charms order form, even if you are not ordering pins or charms.

The HIKE Board will recognize Daughters' accomplishments of all contributions sent in with the HIKE Pins and Incentive Charms order form. Raise \$200 in contributions and receive a bronze bar charm, \$500 for a silver bar charm, or \$1,000 for a gold bar charm. Only one bronze, silver, or gold bar is sent during this Supreme year. Active Daughters who earn \$1,000 in donations will also receive a medallion with a stone. We will add a stone for each \$1,000 in additional contribution.

The 2024-2025 "Bee" Kind for HIKE pins and charms are available from the HIKE Secretary. The Supreme Officers and Deputies will also have HIKE Pins that can be purchased from them.

Use the Pin and Charm form to place your orders. Please send your completed order forms to:

HIKE Secretary

530 Elliott St.

Council Bluffs, IA 51503-0202

[Email: executivesecretary@thehikefund.org](mailto:executivesecretary@thehikefund.org)

The HIKE Fund Financial Report is available upon request, and it is also available from some states through their state offices. The disclosure statement is online at www.thehikefund.org/donate/

Jennifer Selock, PHQ
Supreme Guardian

Brad Bingham
Associate Supreme Guardian

3/21/2024

Questions and Answers about the current year's HIKE Project



Hearing Improvement Kids Endowment Questions & Answers About the "Bee" Kind for HIKE HIKE Project 2024-2025



Question 1: How can I get a "Bee" Kind for HIKE" pin?

Answer: Please request a pin on the order form sent with this letter. Pins are \$5.00. Please do not send cash—only a check or money order in US dollars (HIKE Canada goes to their Board in Canadian currency). The pin cost does not count as a contribution towards the \$1000 club. Charm and pin order forms are online at <https://thehikfund.org/hike-coordinators-corner/contests-and-awards/>.

When the Supreme Guardian and Associate Supreme Guardian visit your jurisdiction, they will have pins for sale at \$5.00 each. Don't wait. Get started to help the children with difficulty hearing as soon as possible.

Question 2: How do I get a charm?

Answer: You will need to get contributions of \$25 for each charm in the set. Then, send in your money and order form listing the names of those earning charms. All charms may not be available for the entire year as supplies are limited. Charms are only sent when an order form is sent in with the contribution indicating the desired charms. You will find the order form on the website: <https://thehikfund.org/hike-coordinators-corner/contests-and-awards/>



Question 3: How can I get the "I Love You" Hand?

Answer: You can specify on the order form that you want the Hand charm for your \$50 contribution.

Question 4: Must I always send my contributions and order form when requesting the "Bee" Kind for HIKE" pin or charms?

Answer: YES!! Please send a check or money order made payable to The HIKE Fund, Inc., along with the order form listing the names of all those ordering the pins and charms and the contribution amount assigned to each recipient. You can also send donations via PayPal. If using PayPal, please designate to whom the contribution should be assigned. Send the HIKE Pins and Incentive Charms order form to ensure the contribution is assigned to the daughter.



Question 5: Must all contributions be in multiples of \$25.00?

Answer: NO!! Any amount of money can be submitted to HIKE.

Question 6: How many charms can the "Bee" Kind for HIKE pin hold?

Answer: The pin can hold any number of charms you earn; however, you must double up after six charms.

Question 7: What are the \$200 and \$500 bars and the \$1000 Club?

Answer: The first contributions of \$200 will earn a bronze charm for your pin; you will earn a silver charm for the first \$500 and a gold charm for the first \$1000. Active Daughters who earn \$1000 in contributions will also receive a medallion with a stone. Another stone will be added for every \$1000 additional donation received by June 30, 2025. If the Daughter is to receive the Medallion at Supreme Session, contributions **MUST BE RECEIVED** by the HIKE Secretary by **June 1, 2025**. All donations received by June 30, 2025, will count towards the total for this Supreme year.



Question 8: Can I tell people outside of the Job's Daughter about HIKE?

Answer: YES!! Please tell them. Spread the word about HIKE and the work Job's Daughters has been doing for 40 years to help children hear. We would like to hear Job's Daughters and HIKE mentioned simultaneously at every opportunity. If someone wants a pin, collect the money, and order it for them. Wear your pin anywhere and every time you go out. Tell everyone about HIKE and Job's Daughters – KIDS HELPING KIDS.

Question 9: Who gets credit for the contributions?

Answer: You and your jurisdiction do. The HIKE Secretary keeps track of all contributions and reports to each jurisdiction. Therefore, you must submit all daughters' and adults' names together with the amounts of their contributions to the HIKE Secretary. Please use the order form to do this, even if you are not ordering charms to ensure the daughters get credit for the contributions raised.

3/21/2024

Note: Use this form when girls are to get credit for donations even if they do not want pins and charms.



NAME _____ Bethel No. _____

ADDRESS _____

CITY: _____ STATE/PROVINCE: _____ ZIP: _____

PHONE NUMBER: _____ EMAIL ADDRESS: _____

SIGNATURE: _____ DATE: _____



NUMBER OF "Bee Kind for HIKE" PINS: _____ @ \$5.00 Ea. \$ _____



The name of "Incentive Charm" recipients must be received for recordkeeping purposes before they are sent out. Incentive Charms cannot be sent without names and amounts. Please print legibly and use the EXACT name for each recipient when you send money for them. **Charms subject to availability - We reserve the right to substitute charms.**

| Type or print legibly in black pen NAME | Bethel No. | (Y) Youth (A) Adult | Amount | Number 40 | Bee | Gem | Gnome | Hive | I Love You Hand |
|------------------------------------------------------------------------------|---------------|---------------------------|-----------------|--------------|------|------|-------|------|--------------------|
| | | | Donation Amount | \$25 | \$25 | \$25 | \$25 | \$25 | \$50 |
| Example: Mary Jo Adams | 1 | Y | \$125 | 1 | 1 | 1 | 1 | 1 | |
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| TOTAL Amount Collected/Contributed & Number of Charms Desired | | | | | | | | | |
| | | | Amount | Number 40 | Bee | Gem | Gnome | Hive | I Love You Hand |

CHECK ENCLOSED FOR PINS & INCENTIVE CONTRIBUTIONS: \$

Note: Cost of HIKE pin cannot be included in the Incentive Contributions for tracking total contributions per daughter.

Return this form to the address below, together with a check payable to The HIKE Fund, Inc. DO NOT SEND CASH

HIKE Secretary
530 Elliott St.

Council Bluffs, IA 51503-0202

If you have questions, please contact HIKE Secretary at:

Phone 712-325-0812 or email: executivesecretary@thehikfund.org

Revised 9/13/2024

Print

Save As

JDI Donation & Adult Volunteer Awards

We are honored and privileged to have had such amazing and sustained support over the past 40 years. Over \$6 MILLION has been raised and given to children and their families. It is humbling to know we have committed friends in Job's Daughters International to give the gift of hearing.

It is our pleasure to honor adult volunteers, Job's Daughters, and Jobies-to-Bee who go above and beyond to help promote and coordinate fundraising for The HIKE Fund, Inc. We deeply appreciate their generosity and tireless efforts to ensure that no child goes without the opportunity to receive a grant for critical hearing devices.

\$1000 HIKE Club

\$1000 Club has over 375 Daughters and Jobies-to-Bee who have raised \$1000+ for HIKE since 1998. These young women receive special medallions and certificates at Supreme Session each year. Always be sure to use the Incentive Charms order form when crediting Daughters with fundraising. Money must be received by June 1 to receive a medallion at Supreme Session. Final deadline for SGC year totals is June 30. Daughters/Bees will still receive a medallion, but it will not be ready in time for Supreme Session.

Adult Volunteer Awards

Without the support of the individuals and others who have been recognized through the years, we would not be able to accomplish what we have. If you know of an adult volunteer that deserves recognition, please submit an **Adult Volunteer Nomination Form** by June 15th of each year. This form is available on our website. Selected individuals will be recognized at the annual Supreme Session of Job's Daughters International.

Presentation/Celebration of HIKE Recipient Awards

If you have been notified of a HIKE recipient award in your jurisdiction, you are asked to congratulate the recipient on behalf of all Job's Daughters. This is an excellent opportunity to promote our organization as well as to draw attention to the work of The HIKE Fund. The following suggestions are offered to assist you:

Presentations and celebrations may take any form deemed appropriate for the family. Be especially sensitive to concerns they may have. You may want to plan an informal presentation prior to or following a Bethel meeting or a more formal event at a state-wide activity where several of Job's Daughters will be present. Young recipients may not understand the meaning of the award check, but they understand the concept of an "unbirthday" type of party, when they can open a small gift or two and the check is handed to the parent(s)!

Please talk with the parents or guardians of the recipient to determine the most appropriate way to honor this family. Be certain to get their permission to publicize the presentation.

If the family is sensitive to a need for privacy, afford them every consideration for the same. Perhaps a visit to the home or small gathering at a restaurant by the Honored Queen and the Bethel Guardian would be appropriate or a place of the families choosing. Later a report during a Bethel meeting will do much to draw the interest of other members of the Bethel.

Invite area Bethels and other heads of Masonic family organizations.

Be certain your State Daughter Coordinator, Grand Guardian, and Associate Grand Guardian, and other JDI workers know the date, time, and place of the presentation.

Invite representatives of local government bodies and other dignitaries who may help you promote HIKE and JDI.

Get media coverage whenever possible. Invite local newspaper, radio, and television hosts by contacting the "assignment desk" or the features editor.

Please take lots of photographs. Later, share prints with the recipient's family, Bethel members, Grand Council newspaper if you have one, and other Masonic publications. Let everyone know the good work that you are doing! Importantly, don't forget to send an article (and photographs with media releases) to the Webmaster of the HIKE Board!

Later, if appropriate, invite the recipient and his/her family to join your Bethel for a fun activity. Check on the child's progress with his/her hearing deficiency, and let the Bethel Daughters know how things are going! We have gotten several new Job's Daughters through the work of HIKE!

HIKE Presentation Tips

1. Act Quickly – Timing is Everything

Contact the family as soon as possible after you are notified of the award. This is a special time for them, and hopefully you can share in their happiness!

If they are not available for a special presentation in the near future, you can always plan a later time to honor the recipient.

2. Think Outside the Box

Most people think of doing a HIKE presentation at a Bethel. What other options do you have? Consider . . .

- another Masonic Lodge (if no Bethel is nearby)
- Job's Daughters fun activity
- Public event
- Another Masonic event
- A restaurant or other venue with just the family and a couple Daughters

3. Communicate & Publicize

- Let the Bethels in your jurisdiction know that you have scheduled a presentation
- Masonic bodies in the area
- newspapers, radio, television
- Social media (could you live stream your presentation?)
- at the presentation, be sure to take pictures – there is a HIKE media release form for the families; JD media release form for all others (have extras on hand)
- submit a short article/photos to HIKE and local media
- consider videotaping the presentation

Other ideas

- keep track of recipients for your jurisdiction – consider having a HIKE reunion

HIKE Presentation – Things to Remember Checklist

- _____ large check for presentation purposes (*there are many available on Amazon*)
- _____ copy of script or ceremony
- _____ media release forms
- _____ gift for recipient (could ask family for ideas – be sure to ask about siblings)
- _____ refreshments
- _____ program – there may be people there who don't know what's going on,
or who is involved
- _____ invitations
- _____ let the recipient or the recipient's parents/guardians know if they will be
asked to speak
- _____ promotional information on HIKE and Job's Daughters (you never
know when you might find a prospective member!)

HIKE Recipient Presentation

(Sample Outline – feel free to change this as appropriate)

- I. Welcome: (State HIKE Coordinator)
 - A. Introduce yourself
 - B. Introduce Daughter Coordinator(s) and State HIKE Committee Members
 - C. Thank Bethel(s) hosting this special HIKE presentation
 - 1. Members of host Bethels: stand and give their name and office
- II. Introductions: (State HIKE Coordinator and/or Daughter Coordinators)
 - A. Introduce Dignitaries as needed
 - 1. Grand/Supreme Officers (past and current)
 - a) Grand/Supreme Guardian
 - b) Associate Grand/Supreme Guardian
 - c) Grand/Supreme Line Officers
 - d) Grand/Supreme Bethel Honored Queen
 - e) Miss (State or International) Job's Daughter
 - 2. Visiting Bethels
 - a) Honored Queens
 - 3. PHQs, PGs, PAGs
 - 4. Members of other Masonic Organizations
- III. Brief background on HIKE: (Daughter Coordinators)
 - A. The HIKE Fund Inc. is a charitable organization established in 1985 to provide devices to deaf or hard of hearing children, birth to the age of 20 years. It is the philanthropic project (Kids Helping Kids) of Job's Daughters International, a Masonic affiliated youth group for girls between the ages of 10 and 20. Local groups (called Bethels) solicit contributions from their community. The money is then forwarded to the HIKE Fund Inc. The HIKE Fund receives applications from parents or guardians of children in need of hearing devices. Through a screening process applications are approved and funds are provided for hearing devices.
 - B. Different types of hearing devices that may be provided include: hearing aids, FM systems, alerting systems, tactile units, specialized sports equipment, and Cochlear equipment
 - C. At this time the maximum amount recipients can receive is \$5000.
- IV. Funds raised within jurisdiction and/or nationally: (State HIKE Coordinator and/or Daughter Coordinators)

- A. Locally
 - 1. Give examples of fund raisers at the Bethel level (car washes, bake sales, garage sales)
- B. State / Jurisdiction
 - 1. Give examples of fundraisers at the state level (hikes/walks, dances, cookbooks)
- C. Nationally
 - 1. Give examples of fundraisers (tee shirts, pins, socks)
 - 2. Incentive programs: explain each year we have different incentives for raising money: describe current year's theme and pin, \$1000 club
- V. Past Recipients (State HIKE Coordinator and/or Daughter Coordinators)
 - A. Tell something about past recipients (introduce if they are present)
 - 1. Age of recipient
 - 2. City where recipient lives
 - 3. Where and how presentation was made
- VI. Introduction of recipient and his/her parents/guardians and family (Daughter Coordinator and Honored Queens of hostess Bethels)
 - A. Introduce parents and recipient
 - 1. Ask parents/guardians and recipient to come forward to receive check facsimile /certificate/gift
 - a) read and present certificate/check facsimile to family and recipient
 - b) present check facsimile to parents/guardians/recipient and gift to recipient and/or family (stuffed animal, t-shirt, HIKE item, etc. – remember siblings!)
 - 2. Ask parents/guardians and recipient (depending on age) to say a few words
 - a) ask to introduce other family members or guests attending presentation
 - 3. Pause for pictures (be sure to have family sign media release form for photos)
 - a) include all dignitaries in attendance; HIKE Committee, Board members, etc.
- VII. Closing (State HIKE Coordinator and/or Daughter Coordinators)
 - A. Question and Answer Time
 - B. Thank You
 - 1. Host Bethel
 - 2. Dignitaries
 - 3. All Attending
 - C. Invite to have refreshments

Send News Article to webmaster@thehikefund.org.

SUGGESTED/SAMPLE CEREMONY FOR HIKE PRESENTATION

Copied with permission of Bethel 54, Indiana

Edit as appropriate to fit your need.

Be aware of recipient's religious affiliation (*ex. Opening prayer instead of Lord's Prayer*)

Entrance of Bethel Guardian and Associate Bethel Guardian in usual manner.

BG: Bethel ____ of _____ of Job's Daughters International is about to convene for a special ceremony for a HIKE Presentation.

Entrance of Bethel Officers to music of "Open the Gates of the Bethel."

BG: It is my pleasure to introduce our Honored Queen _____.

HQ: The officers will take their stations.

HQ: Marshal, you will present the flag of our nation west of the Altar. (*3 raps when flag is presented at door*).

Sing National Anthem.

HQ: Marshal, you will place the Flag in the East at the right of the Senior Princess.

All citizens of the United States will join in pledging allegiance to the Flag.

(1 rap of the gavel)

HQ: Bethel Flag Bearer, you will display the Bethel Flag.

HQ: Daughters and Majority Members, you will rise and join in singing The Bethel Flag song. (*1 rap of gavel*)

HQ: Chaplain, you will lead us in the Lord's Prayer. (*3 raps of gavel*)

HQ: Recorder, you will read the special dispensation.

HQ: Escort and Introductions (*all to receive a hearty welcome*)

You can start here if the presentation is done before a meeting

HQ: Today, we are gathered together for a very exciting reason!

We are here to present a grant on behalf of our HIKE Fund. We were contacted by our HIKE Committee that we were the closest Bethel to a HIKE recipient, and we were to be honored by recognizing and celebrating with the recipient.

HQ: _____ (*name of person to receive check*) is the lucky recipient of some of our fundraising for The HIKE Fund. The money will be used to provide hearing aids or other hearing assistance devices. This we know is an exciting time for _____ and his/her family and we are happy to be a little part of this happiness. Before we present the grant, we'd like to let you know about us.

SP: Job's Daughters International is a group of young women between the ages of 10 and 20 who believe in God and the teachings of the Holy Bible and place a high emphasis on respect and obedience to God, our Country and its flag, and our Parents and Guardians. To belong to Job's Daughters a girl must be related to or sponsored by a Master Mason. Our Order is founded on the book of Job as found in the Old Testament, with special emphasis on the 42nd Chapter, 15th verse where we read "and in all the land were no women found so fair as the daughters of Job and their father gave them inheritance among their brethren."

Guide: Our organization was founded in Nebraska on October 20, 1920 by Ethel T. Wead Mick. In _____ (*year*), the first Bethel in _____ (*state*) was founded. In August 1931 we became International when Bethel #1 Vancouver, British Columbia was instituted.

First Messenger: Our Bethel flag represents our Order. The purple, which is the basic color of Job's Daughters, stands for the highest ideals of life. The white symbolizes purity and the triangle is the emblem of our order.

Second Messenger: HIKE is a special endowment fund that was created in 1985 by Job's Daughters International to provide hearing aids or hearing devices to children in need. HIKE stands for Hearing Improvement Kids Endowment. It represents us, kids helping kids!

Third Messenger: Funds for HIKE are collected mostly in the United States. Each Bethel decides how they would like to raise money. They are guided by their adult workers, but all money collected goes directly to HIKE, not to some middleman for helping promote it. Our Bethel has raised money by _____. Other Bethels have raised money by having bake sales, rummage sales, or Dance-a-thons. The money earned is then sent to the HIKE Fund.

Fourth Messenger:

It's the giving and doing for someone else
On that, all life's splendor depends
And the joys of this life, when you sum them all up
Are found in the making of friends
~ Author Unknown

Fifth Messenger: To have joy, you must share it. Happiness was born with a twin.
~ Author Unknown

Daughter 6: Happiness adds and multiplies as we divide and share it with others.
~ Author Unknown

Daughter 7: I am only one, but I am one. I can't do everything, but I can do something.
~ Edward Everette Hale

Song: Love in Any Language (*or a song your Bethel likes*)

HQ: Guide and Marshal, you will escort _____ and his/her family
(*and anyone else you choose*) to the east.

Presentation of Check and Gifts

HQ: Guide and Marshal, you will escort them to the sidelines.

HQ: Remarks

I would like to close with this Poem. The author is unknown.

Smiles are windows of the heart,
If your heart is filled with sunshine, you'll be happy all the while,
And your joy will be reflected in a bright and friendly smile.
You just can't keep gladness hidden, that's impossible to do,
For smiles are windows of the heart that let it filter through!

You can stop here if the presentation is done before a meeting.

HQ: Chaplain, you will attend at the altar. (3 raps of gavel)

Chaplain: Our Heavenly Father, we thank you for bringing us all together today. It is always such a joy to be able to give a person something that has only been dreamed or hoped for. We thank you for the honor of being the girls to present to _____ and family the "reward" of all of the efforts by each and every Job's Daughter. We ask that you guide and protect each one of us as we go our separate ways. Let our faith and love continue to guide us to help make the world a better place for all. We ask in Thy name's sake. Amen.

Song: "Now Our Work is Over"

HQ: All present except officers, Bethel Guardian and Associate Bethel Guardian will please be seated until the officers have retired.

HIKE Recipient and family may be invited to the East line to view the closing formation.

Award Presentation

Coordinators,

After each HIKE award presentation, it is required that you complete a form for our records and for use in the promotion of HIKE. If released, we would like to have pictures of the presentation. In order to know we have permission to use the photo provided, the Release Form should be signed by one of the parents/guardians of the recipient and returned with this form. Please identify each person in the photograph so that we may publish them on the Job's Daughters International® and The HIKE Fund websites and social media.

OPTION #1

- Step 1: Complete this HIKE Award Photo and Description Form with all of the pertinent information requested and save as a PDF.
- Step 2: Email PDF, the signed release form, and photos to: webmaster@thehikefund.org

OPTION #2

This information and any digital photographs may be mailed. Complete this form, include release form and photos, and mail to: *Kristina DeLosReyes, 107 Sunshine Lane, Middletown, DE 19709*

Article submitted by: _____

Phone and Email: _____/_____

Name of Recipient: _____

Date and Place of Award: _____/_____

Award made by: _____

Description of Award Presentation: _____

Please send the release form and this information to the HIKE Fund, Inc. within 30 days after the award date.

HIKE MEDIA RELEASE

In consideration of and in recognition of the charitable work of HIKE in providing hearing aids and other hearing devices to children, and to assist them in this work, releaser, for him/herself and his/her child _____ hereby consents to being the subject of the photograph of HIKE together with any subject matter owned by releaser, and hereby authorized HIKE to cause the same to be exhibited, with or without advertising sponsorship, as still photographs, websites, social media, television or video.

Releaser hereby releases the HIKE Fund, Inc., Job's Daughters International®, and any of its subordinate bodies, as well as any assignees, from any and all claims of damages for libel, slander, invasion of privacy, or any other claim based upon use of the above-described materials.

In witness whereof, releaser executes this release on this day and year, _____, at the city and state of _____.

Releaser(s) (Parents or Guardians of minor receiving award)

Parent(s), please complete and return to person presenting your check, email the signed form to webmaster@thehikefund.org, or mail the form to: Kristina DeLosReyes, 107 Sunshine Lane, Middletown, DE 19709.

The images of the application form is for information purposes. Applications should be completed using the form online found online here <https://thehikefund.org/application-information/>



THE HIKE FUND, INC
Hearing Improvement Kids Endowment Fund
Supported by Job's Daughters International
Website: www.thehikefund.org



APPLICATION INSTRUCTIONS

This application is a Seven (7) page document dated July 2023

1. Pages 2 and 3 of the application is the INFORMATION FOR PARENT/GUARDIAN to read and keep...
2. Pages 6 and 7 of the application is the INFORMATION FOR SUPPLIERS to read and keep.
3. Page 4 is the APPLICATION FOR HEARING AID(S) AND/OR ASSISTIVE LISTENING DEVICE(S) and must be filled out completely. You can fill in on-line and then print out.
4. Page 5 is the STATEMENT OF INCOME AND EXPENSES and must be filled out completely. You can fill in on-line and then print out.
5. Mail the following to the HIKE Board member listed on the bottom of page 3. Please send U.S. Regular or Priority Mail and DO NOT request a signature. If you request a signature it will delay the processing. Extra postage may apply and application will be returned if postage is not sufficient. Make sure to include the following:
 - ✓ Completed pages 4 & 5
 - Make sure to include the information on who the award check is made out to - verify this information with the Audiologist/Supplier – Note Award checks cannot be made payable to families
 - ✓ Letter from Parents/Guardian requesting Assistance
 - ✓ Copy of last year's Federal Income Tax Return 1040 pages 1 and 2 (you can black out SSNs, Bank Account Numbers and Pin Numbers)
 - ✓ Copy of recent pay stub(s) for each wage earner (you can black out SSNs)
 - ✓ Recent Audiogram
 - ✓ Itemized cost quotation from supplier
6. Within two weeks, the parent/guardian will receive a letter saying:
 - the application is complete or
 - the application is incomplete and what is missing or
 - the application is rejected and the reason for rejection
7. If the application is complete, it will be reviewed and if approved, it will be forwarded to the HIKE Board Treasurer.
8. The Board Treasurer will send a letter to parent/guardian giving the amount of the grant and approximately length of time before funds will be available.
9. When the funds are available, the awards check (made payable to the supplier) will be sent to a Job's Daughter representative in your area.
10. The Job's Daughter representative will contact you to arrange a ceremonial check presentation. It is important that you and the HIKE Recipient attend if possible as this helps to show our members that their hard work has served to help others. It also helps to motivate them to continue to raise funds for HIKE so other families may benefit from their efforts.

"... that every child with joy may hear..." Blake

July 2023

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THE HIKE FUND, INC

Hearing Improvement Kids Endowment Fund

Supported by Job's Daughters International

Website: www.thehikefund.org



INFORMATION FOR PARENT / GUARDIAN

HIKE is a very special endowment fund, created in 1986 by Job's Daughters International to provide hearing and/or assistive listening devices to children or institutions in need - Kids Helping Kids. Job's Daughters International is an organization for young women between the ages of ten and twenty who are related to or sponsored by a Master Mason.

Children under the age of twenty who are U.S. Citizens and have not received a previous HIKE Award within the last four (4) years and who have been identified as 1) having a need for a hearing aid(s) or an assistive listening device and 2) having a financial need can benefit from HIKE. Applicants with a documented hearing loss are considered without regard to sex, race, religion, color, or creed. Each application is weighed on its own merit, and the application requires a letter from the applicant's family which is an important part of the application. Considerations include family income, size of household, burdensome medical expenses for the applicant, and the cost of the hearing technology requested.

Funds raised for HIKE are collected almost entirely by young women across the United States who are members of Job's Daughters - there are no salaried fund raisers! With the guidance of their adult workers, Job's Daughters seek pledges for "hikes," sell baked goods, participate in rock-a-thons, sponsor dinners, and develop many other creative fund-raising ideas to support the work of the HIKE Fund.

For a child to be considered, the attached application must be completed. This application must be accompanied by the following documents:

1. A letter from the parent(s) or guardian(s) explaining the financial need
2. Statement of Income and Expenses
3. A copy of last year's Federal Income Tax Return 1040 pages 1 & 2 and the most recent pay stub(s) from each wage earner (parents and/or guardians only) (SSNs and Bank Account Numbers can be blacked out)
4. A recent (not more than twelve (12) months old) audiogram AND a quote from a licensed and/or certified audiologist and/or physician
5. Gross earned income cannot exceed \$125,000.
6. An itemized cost quotation from the supplier which should include cost of hearing aid(s) or device(s), cost of ear mold(s), professional fees (evaluation, fitting/dispensing fee, follow up visits, repairs/warranty per year, batteries, and insurance - loss or damage). **Please give your supplier the portion of this application entitled, "Information for Supplier".**
7. Please emphasize to your child's supplier that it is important to provide an address and telephone number in the space provided on the application form.

Submission of a single, all-inclusive information package allows the process to be completed in an efficient, timely manner. When all parts of the application have been received, consideration for approval begins. If any of the information described above is not included, this will delay consideration. You will be notified of the receipt of your application and of any additional information, if any, that will be required. Each application is reviewed initially for general content and subsequently is submitted to the HIKE Board's Audiologist for final review.

"... that every child with joy may hear..." Blake

Please note that we are unable to accept applications for services or devices which have already been purchased.

The entire process of review, approval, and disbursement, depends upon the completeness of appropriate paperwork and the availability of funds for disbursement. You will be notified when the application has been approved and the funds are available. Many suppliers have elected to fit the child as soon as the family receives the notice from The HIKE Fund that they will be awarded a grant.

Following approval of an application, a check (payable to the Audiologist/Supplier) will be sent to a representative of Job's Daughters for presentation to the recipient and his/her family. You will be contacted by a representative of Job's Daughters International to discuss a convenient time for the presentation. Note: The award check is only valid for 180 days from the date written.

If you have questions or would like to have assistance from a representative of Job's Daughters in your area, please contact:

The HIKE Fund, Inc.
c/o Ellen Garrabrant
1511 River View Road
Maidens, VA 23102-2725
Phone: (804) 339-5353
E-mail: e.garrabrant@icloud.com

Note: If approved for a grant you will be notified of the amount of the award. You may also be contacted by a representative of Job's Daughters to attend a ceremonial check presentation. It is important that you and HIKE Recipient attend if possible as this helps to show our members that their hard work has served to help others. It also helps to motivate them to continue to raise funds for HIKE so other families may benefit from their efforts.

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APPLICATION FOR HEARING AID(S) AND/OR ASSISTIVE LISTENING DEVICE(S)

To be eligible a child must:

- * Be a U.S. Citizen
- * Have not received a previous Award
- * Be under twenty years of age in the past four (4) years
- * Gross earned income cannot exceed \$125,000.00

Name of Child: _____ ☐ Male ☐ Female DOB: _____ Age: _____

Name of Parent or Guardian: _____

Address: _____ City: _____ State: _____ Zip: _____

Home Phone: _____ Work Phone: _____ E-mail: _____

Previous Award? ☐ Yes ☐ No If Yes, when _____

Referring Physician and/or Audiologist: _____

Address: _____ City: _____ State: _____ Zip: _____

Supplier: _____

Contact Person: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____ E-mail: _____

Date of last visit: _____

☐ Check if Award check is to be made payable to Physician and/or Audiologist listed above. If not please list the name of the Supplier who the Award check should be sent to. We cannot make check payable to families only to Audiologists/Suppliers. Be sure to verify with Audiologist/Supplier.

Supplier/ Audiologist: _____

Contact Person: _____

Phone: _____ E-mail: _____

Supplier Account # _____ Order # _____

Supplier Account # and order # are essential if the supplier is Cochlear Americas

SEND COMPLETED APPLICATION TO:

The HIKE Fund, Inc.
c/o Ellen Garrabrant
1511 River View Road
Maidens, VA 23102-2725
Phone: (804) 339-5353
E-mail: e.garrabrant@icloud.com

PLEASE INCLUDE THE FOLLOWING:

- LETTER FROM PARENTS and/or GUARDIANS REQUESTING ASSISTANCE
- STATEMENT OF INCOME AND EXPENSES
- LAST FEDERAL INCOME TAX RETURN
- COPY OF RECENT PAY STUB
- RECENT AUDIOGRAM
- AN ITEMIZED COST QUOTATION FROM SUPPLIER
- WHO THE AWARD CHECK SHOULD BE SENT TO

"... that every child with joy may hear ..." Blake

July 2023

Page 4 of 7

STATEMENT OF INCOME AND EXPENSES

Name of Person completing this form: _____

FAMILY SIZE: No. of Wage Earners _____ No. Adults _____ No. Children _____

Please attach a copy of last year's Income Tax Return and the most recent pay stub(s) from each wage earner.

MONTHLY INCOME:

| | |
|--------------------------------------------------------------------------|----------|
| Salary/Wage | \$ _____ |
| Public Assistance (welfare, food stamps, etc.) | _____ |
| Social Security benefits | _____ |
| Rental Income | _____ |
| Investment Income | _____ |
| Alimony/child support | _____ |
| All other sources of income or Assets _____ | _____ |
| _____ | _____ |
| Total INCOME from all sources: (Gross income cannot exceed \$125,000) | \$ _____ |

MONTHLY EXPENSES:

| | |
|-----------------------------------|----------|
| Mortgage/rent Payment(s) | \$ _____ |
| Automobile/other vehicle payments | _____ |
| Utilities | _____ |
| Clothing | _____ |
| Insurance (Health/Life/Auto) | _____ |
| Other health care payments | _____ |
| Other _____ | _____ |
| Other _____ | _____ |
| Other _____ | _____ |
| Total EXPENSES | \$ _____ |

Are you awaiting funding from another source? _____ If YES, what amount \$ _____

From What Organization? _____

The financial information provided above is, to the best of my knowledge, accurate and complete. It includes total monthly income from all sources.

Applicant, Applicant's Parent/Guardian

Date

"... that every child with joy may hear ..." Blake



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INFORMATION FOR SUPPLIERS

HIKE is a very special endowment fund, created in 1986 by Job's Daughters International to provide hearing and/or assistive listening devices to children or institutions in need - Kids Helping Kids. The Job's Daughters International is an organization for young women between the ages of ten and twenty who are related to or sponsored by a Master Mason.

Children under the age of twenty who are U.S. Citizens and have not received a previous HIKE Award in the past four (4) years and who have been identified as having a need for a hearing aid(s) and/or an assistive listening device(s) can benefit from HIKE. Applicants with a documented hearing loss are considered without regard to sex, race, religion, color, or creed. Each application is weighed on its own merit, and the application requires a letter from the applicant's family which is an important part of the application. Considerations include family income, size of household, burdensome medical expenses for the applicant, and the cost of the hearing technology requested.

Funds raised for HIKE are collected almost entirely by young women across the United States who are members of Job's Daughters - there are no salaried fund raisers! With the guidance of their adult workers, Job's Daughters seek pledges for "hikes," sell baked goods, participate in rock-a-thons, sponsor dinners, and develop many other creative fund-raising ideas to support the work of the HIKE Fund.

Dedicated individuals from throughout the United States serve without compensation on the Board of Directors. Proudly, our operating expenses have historically been less than five percent of total income. In recognition of this service and our designation by the Internal Revenue Service as a 501(c)(3) organization, some suppliers have provided equipment at discounted rates and others have waived portions or all their usual, customary fees.

THE APPLICATION PROCESS:

HIKE Bylaws require that the supplier submit a cost quotation which is itemized and includes, but is not limited to, the following information:

1. Cost of hearing aid(s) and/or assistive listening device(s)
2. Cost of ear mold(s)
3. Batteries
4. Professional fees (evaluation; fitting/dispensing; follow-up, per visit)
5. Repair warranty, per year
6. Insurance for loss and/or damage
7. Other items
8. Who the Award Check is made payable to. (Audiologist/Supplier)

The quotation must be submitted on official letterhead and should include the name of a contact person who is familiar with the applicant's case. When possible, it is helpful to list phone numbers for the contact during daytime or early evening hours, as some inquiries are done after normal business hours.

Please give this quotation to the parent or guardian making the request to include with other documents required for application. Submission of a single, all-inclusive information package allows the process to be completed in an efficient, timely manner.

Each application is reviewed initially for general content and subsequently is submitted to the HIKE Board for final review. If the HIKE Board has questions concerning the quotation you may be contacted.

Please note that we are unable to accept applications for services or devices which have already been purchased.

THE AWARD PROCESS:

The entire process of review, approval, and disbursement depends upon the completeness of appropriate paperwork and the availability of funds for disbursement. The family of the recipient is notified immediately when the application has been approved, and many suppliers have elected to fit the child as soon as the family receives the notice from The HIKE Fund.

Following approval of an application, subject to availability of funding, a check (payable to the Audiologist/Supplier) will be sent to a representative of Job's Daughters for presentation to the recipient and his/her family.

Thank you in advance for your cooperation in submitting the necessary information for the cost quotation. Applications are processed as quickly as possible so that, if at all possible, no child in need will go without assistance. If you wish to contact the HIKE Board First Reader, email: applications@thehikefund.org or please contact The HIKE Executive Secretary (712) 325-0812 or email: executivesecretary@thehikefund.org.

You will need to provide this information to the person completing the application on who the check for the equipment should be made out to. Note we cannot make checks out to families and cannot reimburse for equipment already purchased.

AWARD CHECK MADE PAYABLE TO:

Audiologist/Supplier: _____

Address: _____ City: _____ State: _____ Zip: _____

Contact Person: _____

Phone: _____ Fax: _____ E-mail: _____

Supplier Account # _____ Order # _____

Supplier Account # and order # are essential if the supplier is Cochlear Americas

Checks are made payable to the supplier and are good for 180 days for the day of issue.