



TOOTSIE ROLL DRIVE MANUAL



**KENTUCKY ASSOCIATION FOR
PERSONS WITH INTELLECTUAL
DISABILITIES**

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MISSION STATEMENT

The KAPID Tootsie Roll Program is dedicated to providing quality of life opportunities for all intellectually disabled individuals by financially assisting those agencies that serve their needs and approved by the KAPID Board of Directories.

Grants are offered as resources allow; primarily to public and private agencies that are qualified 501c3 organizations focusing on improving the quality of life and providing life-based healthcare and related services benefiting the intellectually impaired.

Applications and more information on grant requests are available upon request.

We will accomplish this mission by raising funds to support a variety of state-wide programs such as summer camps, on the job training, workshops and more.

LETTER FROM THE CHAIRMAN

Have you ever had a job that you enjoyed so much that you couldn't believe that you were paid to do it. Not only did you enjoy the job, but you also knew that you made a difference in hundreds of people's lives. This job gave you the same feeling that we get as Catholic husbands and fathers when we look in the faces of our wives and children knowing that they know they can rely on us. In all modesty, I can tell you that I have that job, and so do you. Although there is no remuneration for our labor, the feeling we get when we see the faces of the lives, we touch is indescribable. Never forget how important your role is as part of the Knights of Columbus.

To this end, I encourage all Councils to participate in our Annual Tootsie Roll Fund Raising Drive to benefit persons with intellectual disabilities. This is the most visible way that the Knights of Columbus demonstrates our faith and our commitment to help our community. We will provide you with the tools and opportunity for your Council to continue to provide the resources to aid those less fortunate to live their life to their fullest potential. All it takes is a little effort. The Tootsie Roll Drive has demonstrated for almost 5 decades to be the best way to do this.

To those Councils that have continuously conducted a Tootsie Roll Drive, I thank you from the bottom of my heart. To the remaining Councils, all I ask is that you try, please. Do it for those that have no voice. They need the Knights of Columbus.

Vivat Jesus,

Tim Gahlinger, Chairman

GENERAL INSTRUCTIONS

THINGS TO DO FOR A SUCCESSFUL CAMPAIGN

- Contact Pastor for Church Drive
- Canvass your area for sites (Walmart, Target, etc.) and seek permission
- Promote the program within your Council
- Obtain permits as required by local government
- Contact State Chairman for assistance

OBJECTIVE: EVERY COUNCIL PARTICIPATES

GOAL: NO MATTER HOW SMALL THE AMOUNT, EVERY DOLLAR IS IMPORTANT

BENEFITS

- Your Church and Community will benefit from this program
- The Knights of Columbus will gain more visibility within your Church and Community
- The efforts made will enhance Fraternity and membership
- The visibility of the drive fosters goodwill in the community
- You make a difference by participating in and benefiting people with intellectual disabilities

Council Check List

- ___ Grand Knight must instill DESIRE in the Council and promote the program
- ___ Appoint a Council Chairman
- ___ Follow instructions for ordering Tootsie Rolls
- ___ Order Rolls and Aprons 60 days prior to drive
- ___ Possible Charitable Permits for City or County. Permits usually do not cost anything and can be obtained online
- ___ Some businesses will donate to the program

SEND REPORTS AND ALL RECEIPTS TO:

Knights of Columbus / KAPID

Attn: Charles Baumbusch

3301 Lanfair Court

Louisville, KY 40241

TOOTSIE ROLL COUNCIL CHAIRMAN FORM

TOOTSIE ROLL PROGRAM

Helping People with Intellectual Disabilities

COUNCIL NAME: _____

COUNCIL #: _____

Worthy Grand Knight:

The annual fund raiser to help people with intellectual disabilities requires your confirmation that your Council will participate in this year's drive and to provide contact information of your Council Chairman. Please return this form as indicated below.

___ YES – We will participate

Council Chairman Name: _____

Telephone: _____

E-mail Address: _____

Grand Knight Name: _____

Grand Knight Signature: _____

Date: _____

Return To:

Charles Baumbusch, KAPID Treasurer

3301 Lanfair Court

Louisville, KY 40241

Charles.Baumbusch@protonmail.com

TOOTSIE ROLL ORDER FORM

KENTUCKY ASSOCIATION FOR PERSONS WITH INTELLECTUAL DISABILITIES

Campaign Year: _____

Current TR Case Inventory: _____

TR Case Order: _____

Projected TR Case Total: _____

Council Number: _____

Council Name: _____

**DEADLINE DATE TO SUBMIT TOOTSIE ROLL CASE
ORDER FORM IS JULY 31st**

TOOTSIE ROLL CHAIRMAN CONTACT INFORMATION:

Rick Arnold, TR Chmn.

4604 Primula Way

Louisville, KY 40272-4200

Cell: 502-797-1874

E-mail: rickd.arnold@gmail.com

REPORTING OPTIONS:

- **Mail Tootsie Roll Order Form**
- **Take a picture of completed form and text**
- **Take a picture of completed form and attach photo to an e-mail**

Apron Order Form

Print this page and provide the following information to place your Council order for aprons (print legibly)

Council Name: _____

Council Number: _____

Contact name to receive shipment: _____

Contact address to receive shipment: _____

Contact Phone: _____

Submit Completed Form To:

Jim Fink, KAPID President

3060 Nadina Dr.

Louisville, KY 40220

Bailiff1933@gmail.com

ACTIONS AFTER COUNCIL FUNDRAISER

KAPID Council Fund Drive Report Form – Use this form to report a summary of your Tootsie Roll Fundraiser Gross money collected less expenses and net payment due back to Council from KAPID.

Knights of Columbus Tootsie Roll Distribution Report – Use this form to identify Council chosen organizations who support Intellectually Disabled Persons to receive funds collected and reported from the above Council Fund Drive Report.

These forms, as well as the **KAPID Instructions For Tootsie Roll Collections Sheet**, can be located on the State website by going to <https://kykofc.com/forms-kentucky/>

AWARDS PROGRAM

COUNCILS:

Highest Revenue Per Council Award

Highest Percentage Increase Per Council Award

Highest Dollar Amount Per Member Per Council Award

In addition, Councils that have a Tootsie Roll Drive earn 25 points towards the State Deputy Award

Awards are excellent ways to demonstrate to your Council members, candidates, parish and community members of your involvement and activity in your community!

DISTRICT DEPUTY

The District Deputy having the Councils with the Highest Gross Revenue in his District will receive an award at the State Convention