



### **Canadian Down Syndrome Society** **2011 Buddy Walk Policies & Procedures**

The Canadian Down Syndrome Society is thrilled that you are considering organizing a Buddy Walk. Whether this is your first walk or your fifth, we welcome you to the Buddy Walk Program. The Buddy Walk is an exceptional awareness event for individuals with Down syndrome, promoting the abilities and contributions of people with Down syndrome in communities across the country.

As a trademarked program, it is extremely important that all Buddy Walks be registered with the CDSS because of legal reasons. As the Buddy Walk program continues to gain national and international recognition, the CDSS has established the following guidelines for all Buddy Walks. Please read the following policy statements with regard to organizing a Buddy Walk in your community and then sign and return the attached **Buddy Walk Agreement**. After receiving your signed agreement form, the CDSS will provide you with access to our Buddy Walk support services.

- \* **CDSS can provide guidance** with public relations, fundraising, marketing, finance and much more! In addition to the Buddy Walk materials; there is a staff person available to assist you in organizing your Buddy Walk.
- \* Once **proof of insurance** and registration form has been received by the CDSS, local groups will then have access to Buddy Walk and CDSS logos and packages will be sent out. These packages will include Celebrate Being stickers, posters, Buddy Walk tattoos and information on how to order T-Shirts.
- \* **Local groups are asked to provide 20 per cent of net revenue realized from your Buddy Walk.** This provides the CDSS with the resources to provide staff coverage, to offset logo costs, and other work to assist in planning a successful Buddy Walk. We ask that each group provides the information included in the follow up survey within 12 weeks.

**CDSS is here to help you organize a wonderful event.** Accessing planning documents for your walk will now be easier than ever. Once you have registered your Buddy Walk with CDSS you will have access to electronic letters, forms, media releases, etc. The CDSS acts as the connection between the National Down Syndrome Society in the United States, and local groups. Because of our contract with NDSS, we must ensure the Buddy Walk brand is protected. Should any additional materials be created by local groups, including posters, letters, etc., the CDSS must approve all Buddy Walk material.

**To find a local Buddy Walk and learn how to get involved or for more information about Down syndrome and the Canadian Down Syndrome Society:**

www.cdss.ca or 1-800-883-5608

The CDSS is here to serve as your resource for any inquiries on Down syndrome, the national and international scope of the Buddy Walk, and the latest education and advocacy developments.

### **Canadian Down Syndrome Society Buddy Walk Contacts**

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