



**Young Friends of Marian Middle School
FAQs for the Virtual Trivia Night
November 14, 2020
7:00pm-9:00pm**

1. Can I donate before I register?

Absolutely! We welcome all donations and are actively putting them to use to support our girls during this difficult time. If you would like to make a gift now, please visit our [Donate page on our website](#) or select Donate Now on [Marian Trivia Night - Powered by GiveSmart](#). To participate on the GiveSmart platform, please register via the GiveSmart link at [Marian Trivia Night - Powered by GiveSmart](#) and add your credit card information for a quick and seamless experience. You can also support Marian Middle School with a donation from your Donor-Advised Fund. Our Charity Tax ID is 43-1873629.

2. Do I have to register through the Give Smart app?

Yes, to participate in the event and giving opportunities, please register via the GiveSmart app at [Marian Trivia Night - Powered by GiveSmart](#). If you wish to give a gift through the traditional means, please visit <https://marianmiddleschool.org/donate/> and select Young Friends in the designation box.

3. Can I use GiveSmart on my phone or computer?

Yes, you can use GiveSmart on both your smartphone or computer.

4. When I register and purchase a “ticket” for the event, what does that include?

It includes access to the live virtual Trivia Night, hosted through TriviaHub, which consists of three rounds of trivia with six to eight questions per round led by a professional host. Teams will discuss and answer questions through private Zoom breakout rooms. Your ticket purchase will also include short addresses from our Young Friends leadership, President Mary Elizabeth Grimes, and a special Marian Girl!

5. How will I get access to the virtual live event?

Following your registration and prior to the event, you will receive an email with a Zoom link to access the event. The email will come from Marian Middle School. Additionally, each team will assign a captain who will register their team at TriviaHub's website on the night of the event and submit answers. The Trivia Host will provide instructions for doing so.

6. How will our team be assigned to a breakout Zoom room?

In order to place you in breakout Zoom rooms, each attendee will need to change their Zoom name to Table Number + Name (i.e. 1 John Smith). Marian will email Table Numbers and directions for changing your Zoom name prior to the event.

7. Can you provide instructions for changing my Zoom name just in case?

To change your name after entering a Zoom meeting, click on the "Participants" button at the top of the Zoom window. Next, hover your mouse over your name in the "Participants" list on the right side of the Zoom window. Click on "Rename". Enter the name you'd like to appear in the Zoom meeting and click "OK." Remember to make your Zoom name Table Number + Name (i.e. 1 John Smith).

8. Will we be given a tutorial as the game starts?

Yes. The host will walk the teams through game rules, how it will be played and how to get their team registered at TriviaHub's website. All teams will be asked to not shout out answers and can be muted if necessary. For a detailed explanation of how the event will run visit:

<https://www.triviahublive.io/what-to-expect>

9. Will there be a prize for the winning table?

Yes! We will provide an electronic gift card for \$240 that will be split among the members of the winning team. Winning players will get to choose the brand/organization they'd like for their gift card through redeemable card links after the game wraps-up. Winners can also choose to make a donation to a nonprofit of their choice rather than choosing a gift card. TriviaHub supports over 200 brands and nonprofits.

10. When does registration for the event close?

Registration for the event closes on November 6, 2020. This allows us enough time to coordinate plans for the table numbers and trivia teams.

11. Are all donations required the day of the event? Or when does the option to donate close?

You can donate until 11:00 pm on Sunday, November 15, 2020 (one full day after the event).

12. What can I purchase or “bid” on virtually?

You can purchase items from the Teacher Wish List, 50/50 raffle tickets, or raffle tickets for our 2007 Honda Metropolitan Motor Scooter lovingly refurbished by Marian Girls! You can also donate directly or you can support the Fund-a-Need. The Teacher Wish List features all the supplies that Marian Students need on a regular basis throughout the school year. The beauty of the Wish List is that you can fund and purchase several Wish List items for Marian, and others can as well, until all of those items are fulfilled.

To find the most impactful ways to transform the life of a Marian Girl, click “Items” from the top navigation bar or select “Make a Donation” for a list of our [Fund-a-Need](#) items. You can also choose from one of the pre-populated options on the homepage, or any amount you wish to give.

13. What is the Teacher Wish List and how is it used?

The Teacher Wish List features all the supplies that Marian Students need throughout the year. The wish list items are categorized by need (arts, essentials, classroom needs, etc.) in case you have a particular interest. It is used to allow you to “purchase” individual items to meet the needs of the school. The teachers provided input based on their needs -- literally their “wish list.” You can click on items you want to purchase directly for the school - in any quantity.

14. How will I “bid” or purchase certain items on the Teacher Wish List? And can more than one person purchase each item -- or donate for each item?

You simply select the item desired, determine the number you want to purchase and all of these items will go into your cart. Once all of the units have been purchased of that item, this item will no longer be available for purchase.

15. Can you provide more details on the raffles?

For our virtual Trivia Night, we will be offering two raffle opportunities. The first is a traditional 50/50 raffle, where the winner will receive 50% of all 50/50 raffle ticket purchases. Additionally, we will be raffling off a 2007 Honda Metropolitan Motor Scooter lovingly refurbished by Marian Girls. For both raffles, a ticket number will be randomly chosen through a computer program, and we will immediately announce the winner! We will also text winners to let them know the results. For 50/50, we will mail a check to the winner for the determined amount on the week following the event. For the scooter, we will work with the winner to determine the best plan for pickup or dropoff.

16. Will there be a Fund-a-Need auction?

Yes, there are several ways that you can Fund-a-Need. To find the most impactful ways to transform the life of a Marian Girl, visit the page [Marian Trivia Night - Powered by GiveSmart](#). Click "View Items" or select "Make a Donation" for a list of our Fund-A-Need items. If you'd like, you can also donate via our traditional website at <https://marianmiddleschool.org/donate/>. You can also support Marian Middle School with a donation from your Donor-Advised Fund. Our Charity Tax ID is 43-1873629.

17. How will I know when other people bid -- or does it matter/affect my bid?

It will not matter what other people bid, as their bid is actually a straight donation or a purchase of a certain item on the Teacher Wish List. Anyone can continue to purchase items from the Wish List until all have been purchased. Quantities needed per item vary.

18. How will checkout work?

You will pay for everything at once or pay for anything that is final, such as anything within the Teacher Wish List, Raffles, Donate Now, or Fund-a-Need options. To checkout, click "pay" at the top of the page. At the end of the event, we will also send a notification to you with payment instructions.

19. Will I get a receipt?

Yes, everyone will receive a confirmation email of their gift after the event is closed and the Marian Development Office closes all transactions on November 15. In addition, all donors will receive an emailed letter thanking all of our generous donors two weeks after the event.

20. Are the tickets already purchased a full tax write off?

Yes, any tickets purchased are 100% tax deductible donations to support Marian Girls.

21. Will my ticket be included in my receipt?

You will receive a confirmation email once you have registered and paid for your ticket to the event. This will be separate from your donation or "purchases" the night of the event.

22. Can I share the auction/bidding registration with other people who may not have “purchased” virtual tickets? In other words, can anyone participate?

Yes - people who do not have tickets to the Trivia Night may still participate in our raffles and Teacher Wish List! However, to “bid” or “purchase” items, they still need to register for the event on [Marian Trivia Night - Powered by GiveSmart](#) (they will not need a ticket to do so). If someone is interested in donating only, you can also direct them to our Marian website here - <https://marianmiddleschool.org/donate/>

23. Will we hear from Mary Elizabeth Grimes or anyone from the school directly “during” the Trivia Night event?

Yes, Mary Elizabeth, our President, will be live during the event, along with Young Friends leadership, and will address the participants. Additionally, a Marian Girl will speak at the event.