

Greetings,

We are a few days away from our 2024 Annual UNCF Run/Walk for Education & HBCU Homecoming Community Festival! We are so excited to have our community come together to support our young people on Saturday, February 24, 2024. Thank you for participating this year. **The event will be at Perry Harvey Park: 1000 E Harrison St, Tampa, FL 33602**  
**Furry (Pets) Friends & Family**

We welcome your pets as well. All pets will need to be leashed. Don't forget to have their day bag which includes water/food bowl, teats, food and water.

**No aggressive breeds.**

## **GENERAL INFORMATION**

### **UNCF Walk App**

You can download and communicate with your team and recruit members through Facebook and send text messages. You can also fundraise individually to win incentives. Top fundraisers can win prizes. Your personal network can support you even if they don't participate in the event by donating through each individual personal page. (Example: Maya talks to her church and advises them of the event. Many are interested but can't attend and want to support. Maya can pull up her app and send them a text or email with her personal participation link with her personal connection story and they can donate on behalf of the church or themselves through Maya's page. Maya will receive the credit. It will now show instead of May raising \$50.00 (participant registration + donation) it may now say Maya raised \$500.00 because 5 people from the church donated \$50.00.)

**Google:** <https://play.google.com/store/apps/details?id=com.charitydynamics.uncfwalk&pli=1>

**Apple:** <https://apps.apple.com/us/app/uncf-walk/id1638753093>

Please see below the frequently asked topics and the attached route map.

## **Schedule**

8:00 am - 8:45 am - Registration (Registration Closes at 8:45 am), Stage Speakers & entertainment arrive.

8:45 am - 8:55 am - Warm Up

9:00 am – Tours and Race Begins

10:00 am – 10:30 am - Runners and Walkers return

10:30 am – 1:00 pm Award Presentation, Entertainment and More Fun

## **Important Recommended Items to Bring:**

The items listed are recommended and you are not limited to these items. Items with (\*) are required.

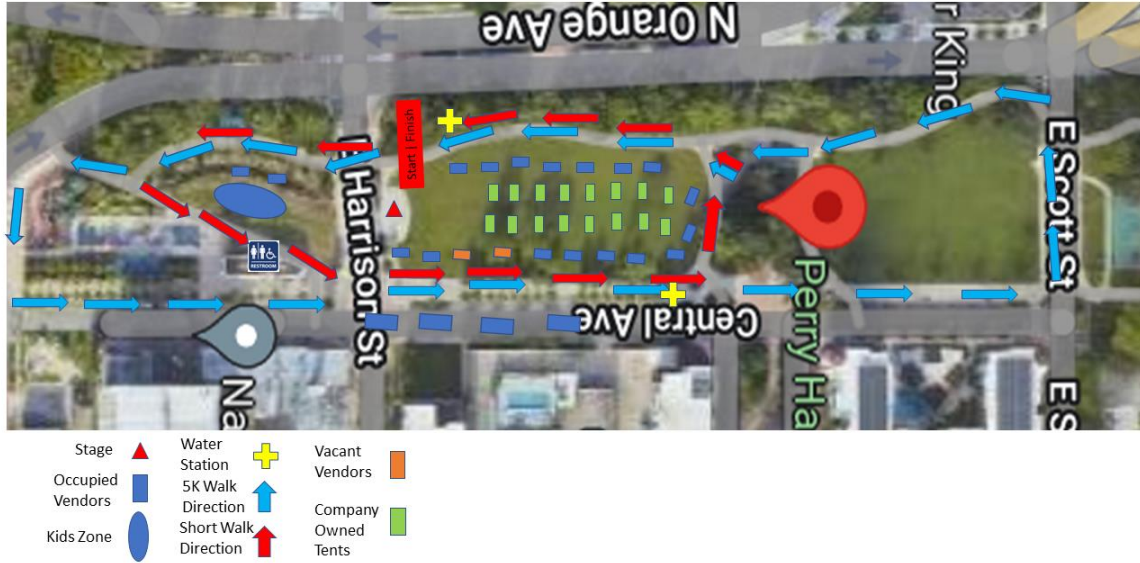
### **For Participants and Volunteers:**

1. Comfortable clothing and shoes (Warm clothing if weather permits)
2. Water bottle
3. Sunscreen
4. Additional Snacks/beverages
5. Hat or visor
6. Cash/Card for additional purchases and/or donations.
7. Any required medical items (e.g., inhalers)
8. Folding chairs
9. Phone for capturing photos

### **For Vendors & Sponsors:**

1. \*Booth setup materials (tent, tables, chairs, signage, 4 – Sandbags, or 5 Gallon Buckets from Home Depot or other store)
2. Product inventory or services
3. Cash for making change
4. Payment processing equipment (if applicable)
5. Decorations or promotional materials
7. Extension cords and power strips (if using electricity)
8. Hand sanitizer for customers and staff
9. \*Food vendors: Licenses, Health department permits and supplies
10. \*Vendor agreements and licenses

## **Parking/Directions Day of Event – attached map**

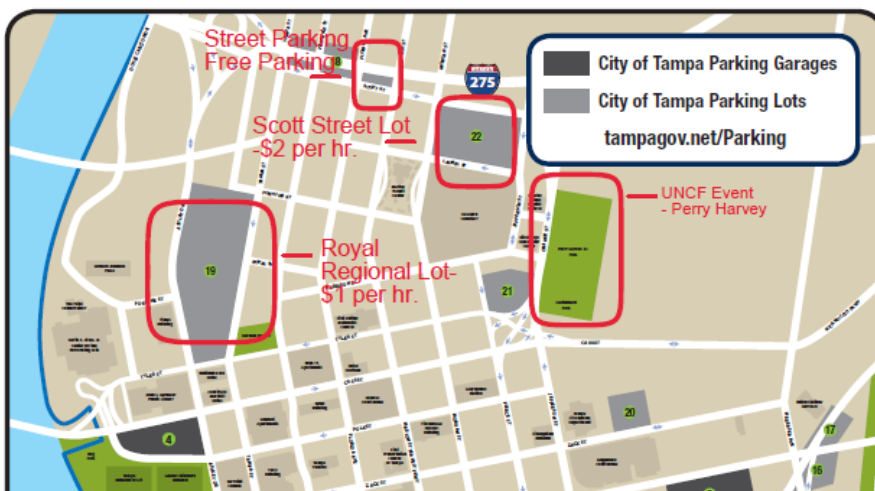


All cars will need to be moved to designated parking lots per the map attached. You may drive up closer to your tent before from 6:00 am to 7:30 am. All cars will need to be moved to a parking lot by 7:30 am.

Parking Lot Locations – Attendees and signage will be available to direct you.



## City of Tampa Parking Division Downtown Garages and Lots



## **PARTICIPANT INFORMATION**

### **Registration**

Registration is open between 8:00 a.m. - 8:45 a.m.

Report to the onsite registration booth and scan the QR code to complete your registration electronically. All payments will be accepted: cash, debit/credit cards, and checks. All cash registrants need to give their cash to the volunteers at the onsite registration booth. Once you have registered you will receive your T-Shirt (all T-shirts are available on a first come first serve basis). We do not guarantee T-shirt sizes or availability.

If you are interested in the Black History Park Tour, please sign up at the registration booth between 8:00 a.m. - 8:45 a.m.

### **T-SHIRT PICK UP**

T-Shirt (T-shirts are available on a first come first serve basis). We do not guarantee T-shirt sizes or availability. We encourage companies and organizations to wear their company/organization branded T-Shirts if they have them and want to wear them.

### **Warm Up**

The warm-up event is conducted by Chinyere Sam of Dancehall Fit.

### **Race/Park History Tour Start**

The race begins at 9:00 am along with the Black History Tours.

### **Program & Music/Entertainment**

The program will be hosted by Sartura Shuman-Smith and will begin at 8:00 am.

## **Award Ceremony**

All awards will be given after the last person crosses the finish line. If you cross the finish line first, please visit some of the exciting vendors until the awards and UNCF Top Fundraisers are announced. If you are not there to retrieve your award it will go to the runner up.

## **VENDOR INFORMATION**

### **Day of Contact**

Email Jazmine Barnes [jazmine.barnes@uncf.org](mailto:jazmine.barnes@uncf.org) or Text/Call- (407) 392-4684

### **Tent Sponsors/Vendors**

Please check-in before setting up your booth with Paul Gloersen. He will greet you at the event load in and out parking spaces and volunteers will direct you to your tent. The setup is between 6:00am-7:30am. All spaces are first come first serve. We will try to accommodate vendors who are a like and spread them out. Once you have checked in, you will receive a vendor booth number. **Each space is for a 10 x 10 tent. All vendors are required to bring their own tent, table and chairs.**

Please advise the vendor coordinator if you will need to leave early to ensure safety when loading out. Absolutely no vehicles are to drive up during the event from 8:00 am – 1:00 pm.

Loading In Areas will be Located on Central Ave. Left of the stage/riser  
Please Park in designated parking lots. Use the load in and out parking spaces and a volunteer will help unload your vehicle. Please read all of the terms and conditions attached to the email.

The event ends at 1pm.

Water will be available to participants in the race and volunteers. You are more than welcome to have some water to sell to the general public.

Approximately, over 300 people will be in attendance.

## **Entertainment/Speakers/Warm-Up**

**Day of Contact: Jazmine at (407) –392-4684**

Please check-in at the **stage 15 to 20 minutes before your time slot.** A copy of the program will be sent to you.

## **Community Festival**

The community festival is free to the public. Please invite family and friends.

Participants stay after and enjoy our wonderful vendors until 1PM.

Friends, you still have time to invite your family and friends to join you for this memorable event. Registration will be closing on Friday, February 9, 2024, at 11:59 pm. Be a 2024 Fundraising Champion and get your family and friends to donate today! We are \$17,000 away from our goal of \$50,000. Click here to donate today and form a team! [www.uncf.org/orlandowalk](http://www.uncf.org/orlandowalk). Feel free to reach me via text or call me on my cell for emergencies or questions on or before race day at 407-392-4684.

Please continue to push the event to all of your friends and family. Thanks again for your support! See you on Saturday!