



## FUNDRAISING PLANNING KIT

PLAN A FUNDRAISER BY ANSWERING  
THE FOLLOWING QUESTIONS:

IN THIS PLANNING KIT YOU WILL FIND:

- QUESTIONS TO HELP GUIDE YOUR PLANNING
- TIPS TO MAKE YOUR FUNDRAISER SUCCESSFUL
- FUNDRAISING IDEAS

**WHY** are you fundraising?  
Look at page 4 to see reasons to fundraise.

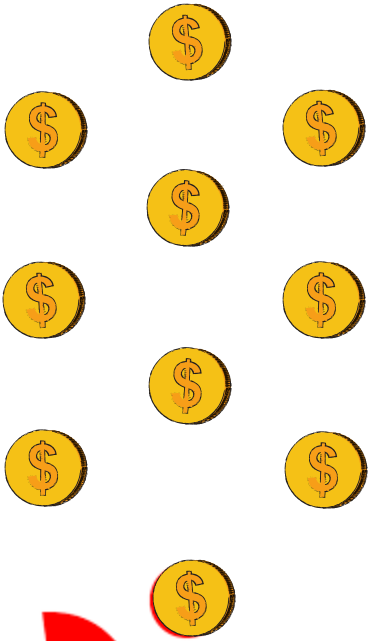
**WHAT** is your goal (i.e., unified club, local program)?  
Think big!

**HOW** will you fundraise? Check out the different ideas included!

**WHO** will help with the fundraising and what are their jobs?

**WHEN** will the fundraiser take place? Will it be one day or multiple days?

**WHERE** will the fundraiser take place? Be specific (i.e., table set up at the cafeteria entrance).





Don't forget to tell your SONC Youth Initiatives Director about your fundraiser! If you come up with a new idea, share the details!

**What supplies will you need and how much will they cost (i.e., raffle tickets, prizes)?**

Remember, you will use the money you raise to pay back the cost of supplies. The less you spend, the better! Could your supplies be donated?

**Where and how will you advertise? When will you begin advertising?**

Advertise well in advance and make it exciting! Use all social media platforms and reach out to both students and parents.

**What needs to be done before the fundraiser and who will do it?**

Assign specific roles with deadlines to ensure things get done. Assign one point person to follow up on deadlines.

**What needs to be done during the fundraiser and who will do it?**

Again, assign specific roles with deadlines and have one point person. Will you have shifts throughout the day? Who will hold on to the money as it is collected?

**What needs to be done after the fundraiser and who will do it?**

Again, assign specific roles with deadlines and have one point person. Don't forget to thank the people who donated supplies and prizes!