



PLANNING A FUNDRAISER

PLANNING A FUNDRAISER CAN SOMETIMES BE INTIMIDATING. BELOW IS A STEP-BY-STEP PLAN TO HELP YOU ORGANIZE AND IMPLEMENT A SUCCESSFUL FUNDRAISER.

1

SET A GOAL

determine how much money you need to raise - how much will it cost for both you and your friend to go to YC?

2

DETERMINE WHO WILL BE INVOLVED

will you do your fundraiser(s) on your own, with a few friends, or in a large group? Keep in mind that larger groups may be able to raise more money, but you will have to split the money with more people. A large group means more help, but you also have to rely on the schedules of others.

3

BRAINSTORM

write down a list of all the possible ways you can make money. No idea is a bad one, just write down anything that comes to your head! Once you have your list, cross off all the things you know won't work. If you're doing a fundraiser as a group, include them in this process.

4

CHOOSE A FUNDRAISER

look at your list and determine which fundraiser will work best and meet your goals. Ask yourself the following questions: Will the fundraiser require money up front? Is there a facility you can use? Are people willing to help plan it? Do you have access to all of the materials you need?

5

SET THE DETAILS

determine all of the details of your fundraiser. Ask the following questions: What will you be doing? Where will it be? When will it be? What is the cost? Who is your target? Who will volunteer? Who will donate materials?

6

CREATE A TASK LIST

write down a list of everything that needs to be accomplished to make your fundraiser a success. Next to each item write the name of the person who is going to complete the task. Make sure that each person knows what they are responsible for.

7

FUNDRAISE

hold your fundraiser. Make sure you evaluate things as they unfold. If something you have planned isn't working, try something different. Enjoy the process and constantly remind yourself and others why you're doing it. Have fun!

8

EVALUATE

after your fundraiser is completed, evaluate how things went. Did you raise your goal amount? Did everything run smoothly? What would you do differently last time. Also, take a moment to thank everyone who helped to make your fundraiser successful.