

# Christ Child Society of Atlanta Fundraiser

## 1. Name of Fundraiser

- a. "I Don't Have a Thing to Wear"

## 2. Description of Fundraiser

- a. An author based speaker event with a guest speaker universally appealing to women, silent auction and sponsorships
- b. Tickets sold at \$50 each-40 of Atlanta's 65 members attended-total tickets sold 151 which consisted of members and their guests
- c. Sponsorships sold at \$100-\$5000-all sponsors solicited by members of the chapter
- d. Sponsors receive benefits ranging from advertising/signage at event and signed copied of the author's book
- e. Silent Auction consisted of 100 items either donated or solicited by committee members
- f. Program ads were sold for additional revenue
- g. Arrange for vendors for day of event for shopping enjoyment-charge per vendor table

## 3. Fundraiser Results and Impact

- a. Goal of \$20,000 was set by committee which they exceeded by over \$10,000.
- b. They had 61% participation along with a lot of monetary support from membership
- c. Location chosen (Intercontinental) was a big draw to the women
- d. Unfortunately, more women from community did not attend as hoped for-additional marketing efforts needed in the future
- e. Tickets prices should be higher in future years – at least high enough to cover costs and maybe make a small profit on each ticket

## 4. Basic Steps:

- a. One year before event – Choose a date, theme, event chair and engage speaker. The Board took on this responsibility since a committee had not yet been formed. Our speaker was Jackie Walker, author of I Don't Have a Thing to Wear.
- b. Nine months before – form committee and set up meeting schedule
  - i. Set criteria for venue and started looking at potential sites
  - ii. We looked for a place that could hold 200 people, plus 15 vendors and a silent auction of about 90 items in one space. Registration was in the space just outside the ballroom. We also wanted a place that could provide linens, tableware, AV equipment, etc.

## Christ Child Society of Atlanta Fundraiser

Outline responsibilities and set up sub committees for:

1. Sponsorships and Vendors
  2. Marketing
  3. Silent Auction
  4. Social – Venue, Decorations, Menu, Etc.
  5. Financial
  6. Computer Database
  7. Workers Day of:
    - a. Registration
    - b. Silent Auction Setup
    - c. Photographer
    - d. Room Setup
    - e. Silent Auction Closing
    - f. Check out
    - g. Clean up
- iii. Set timetable and deadlines for each subcommittee so everyone knows what is due when
- c. Follow your timetable and meet your deadlines. Start with the major decisions. Once those have been decided, drill down to the next set of questions. Continue this process at each meeting until even the smallest details have been covered.
  - d. Let your subcommittees do their job. That's what they signed on to do. Give them a chance to offer their suggestions and recommendations.
  - e. Have one contact person per committee so multiple people are not making phone calls, sending emails, etc. This cuts down on a lot of confusion.
  - f. Make sure that everyone knows how much they are appreciated!
  - g. Materials needed:
    - i. Sponsorship packets, advertising materials, invitations, programs – all artwork and design done by Katy Asip of Asipink.
    - ii. Online Registration if applicable – this simplified the process tremendously.
    - iii. Ability to send out email blasts! We used Constant Contact.
- Day of:
1. Display Easels
  2. Acrylic 8" x 10" stands
  3. Silent Auction Bid Sheets
  4. Sheeting for Silent Auction tables
  5. Boxes, glass blocks, etc. to elevate auction items
  6. Centerpieces

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7. Credit Card Readers if applicable
8. Registration Materials
9. Goody Bags
  - a. Included program, advertising materials from vendors, silent auction list, Christ Child Society of Atlanta information card and an autographed copy of **I Don't Have a Thing to Wear** (if preordered)
10. Checkout Materials

### 5. Thank you and Tax Letters

- a. Treasurer sends out tax receipts
- b. The committee met several weeks after the event to write personal thank you's to sponsors they had contacted

### 6. Close out books

once all donations and invoices have been received. This could take several months to complete.

### 7. Prepare a written report

with all details for your chapter including samples of all advertising materials, sources, etc. This is invaluable for the next event chair.

### 8. Contacts:

- a. Jackie Walker – [jackiewalker.com](http://jackiewalker.com)
- b. Katy Asip – [asipink.com](http://asipink.com)
- c. Purse Favors – [papermart.com](http://papermart.com)
  - i. Faux Leather Handbags
- d. Credit Card Readers – [paypal.com](http://paypal.com)
- e. Email Blasts – [constantcontact.com](http://constantcontact.com)

# Christ Child Society of Texas Capital Fundraiser

## 1. Name of Fundraiser

- a. Evening for the Ladies

## 2. Description of Fundraiser

- a. An annual event that includes a sit down dinner, entertainment reflecting the evening's theme, a silent auction, quilt raffle and a ticket toss, similar to a Chinese Auction
- b. Donations are also accepted from attendees who don't "win" anything in the auction or raffle
- c. Ticket sales are kept to a minimum price of \$25 by using a church social hall and having the Knights of Columbus cook and serve the dinner
- d. Approximately 300 tickets are sold

## 3. Fundraiser Results and Impact

- a. Since the ticket prices are kept at a very modest price, members are encouraged to sell tickets to their friends which allows the chapter to "friend-raise "as well
- b. In 2016, they raised \$35,000 which is most of their budget
- c. They receive community support from the Knights of Columbus, local businesses as donors and sponsors, and the local parish for the event space and set up support
- d. A Wish Table was added in 2016 where they highlighted their programs and asked for donations to cover specific needs ranging from \$5 for gloves for their hats/gloves program all the way up to \$2,000 for a serger sewing machine.
- e. Guests visiting the Wish Table were able to see the Christ Child display and ask questions about what the organization does

## 4. Basic Steps

- a. The Committee begins meeting monthly in September for an early May event. Meetings are more frequent in the six weeks before the event.
- b. Volunteer positions needed-Chairperson, Sponsors, Auction/Ticket Toss Items, Ticket Sales, Printing, Decorations, Food, Set up/Clean up, Finance, and CCS information.
- c. Venue selection- We have been blessed with the free use of a nice parish space. We are outgrowing the space right as the parish has built a larger event space we hope to utilize in 2017.
- d. Choose a theme- The 2017 theme will be "Put A Ring On It" and guests will wear wedding attire – bridesmaid dresses, etc. Past themes include Inaugural Year, Little Black Dress, May Day, Hawaiian Luau, Denim and Diamonds, Hollywood Night with the Stars, and Fabulous 50's.
- e. Materials needed - flyer, tickets, program, thank you cards & letters with donation receipts. We had a video this year and a Powerpoint to highlight our projects. We also had a speaker who had received one of our bereavement sets.

# Christ Child Society of Western Reserve Fundraiser

## 1. Name of Fundraiser

- a. Daisy Golf Classic

## 2. Description of Fundraiser

- a. This summertime fundraiser is a women's only 18-hole golf outing held for the past 25 years in July
- b. The event begins with breakfast and includes lunch and a dinner that is open to anyone-not just golfers
- c. A 25/25/50 table raffle and 50/50 raffle is held along with door prizes that are awarded after dinner
- d. A speaker briefly informs the attendees about what The Christ Child Society does, who we are and how we began

## 3. Fundraiser Results and Impact

- a. In 2015, 124 golfers and 200 dinner guests were served
- b. The profit for the event was \$14,358
- c. Community support came from hole sponsorships, door prizes, corporate gifts and private gifts

## 4. Basic Steps

- a. Select venue and fill all committee positions: reservations/registration, distribution, sponsorships, yellow ticket committee, raffle/door prizes, morning set up, and golfers' awards.
- b. Reservations/Registrations
  - i. Receive reservations for golf and dinner
  - ii. Organize table seating-print seating chart for day of event
  - iii. Make name tags. Put table number on name tag.
  - iv. Man registration table and give out name tags
  - v. Organize golf foursomes
  - vi. Print list of foursomes for Fish Bowl Game
- c. Distribution
  - i. Design flyers/entry forms
  - ii. Take to printing company
  - iii. Get yellow ticket design from Yellow Ticket company and have them printed
  - iv. Pass out fliers/entry forms/yellow tickets to members at May General meeting
  - v. Distribute yellow tickets to church reps
  - vi. Members to distribute fliers to businesses and golf courses

## Christ Child Society of Western Reserve Fundraiser

- vii. Design and have rule sheet printed
- d. Sponsorships
  - i. Send letter to previous year's sponsors
  - ii. Compile list of past supporters and select new companies to solicit
  - iii. Follow up on requests as they come in-make sure signs are labeled as requested
  - iv. Set up golfers at corporation's request
  - v. Have signs made
  - vi. Get signs to morning set up crew
  - vii. Give recognition of sponsors in sign on each table
  - viii. Provide dinner decorations committee the list of sponsors to be put in holders on each table
  - ix. Send out thank you letter after outing or upon receipt of money
- e. Yellow Ticket Committee
  - i. Design yellow tickets
  - ii. Provide ticket design to Distribution committee for printing
  - iii. Communicate with reservations committee regarding ticket returns
  - iv. Sell tickets in AM and at dinner day of outing
  - v. Conduct raffle
  - vi. Get balloons for yellow ticket and for 50-25/25 raffle ticket sellers
- f. Raffles/Door Prizes
  - i. Arrange for ticket sellers for 50-25/25 and table raffle
  - ii. Get baskets/boxes to use to sell and pull winning tickets
  - iii. Purchase more tickets if we do not have enough from previous year- They have to be sequential
  - iv. Keep a list of prizes as they come in
  - v. Prizes given for winners of games on courses. Anything left over will be given as door prizes
  - vi. Door prizes are pulled ahead of time and winners are posted on an easel
  - vii. Obtain easel
- g. Morning Set-Up crew
  - i. Greet and direct golfers
  - ii. Man check in table
  - iii. Sell mulligans
  - iv. Decorate carts with flags, etc.
  - v. Assemble and bring golf gift bags to course
  - vi. Put golfers' gift bags on carts
  - vii. Place rule sheets in each carts

## **Christ Child Society of Western Reserve Fundraiser**

- viii. Sell Fish Bowl tickets
- ix. Organize golfers' photos
- x. Work with reservation committee AM of event to run tables
- xi. Get sponsor signs to course so that the course can put them out
- xii. Gift bags for golfers
- h. Golfers' Prize Awards
  - i. Determine prize/awards for winners of the outing and skills prizes
  - ii. Procure prizes/awards
  - iii. Transport prizes/awards
- i. Games On Course
  - i. Fish Bowl-Played on Par 3. \$5 per chance. Tee shot has to land on green. Someone is stationed at hole all day.
  - ii. Print out rules for Fish Bowl game
  - iii. Two carts to take water around-one per each nine holes and two people needed per cart
  - iv. Organize other games on course
  - v. Keep track of door prizes given to golfers on course
- j. Dinner Decorations
  - i. Arrange for flowers for tables
  - ii. Delivery of centerpieces to golf course and set on tables
  - iii. Centerpieces will be given to winners at each table via a # under their chair
  - iv. Pick up Christ Child statue at the Cottage and deliver to golf course-return at end of event
  - v. Get fresh flowers in vase for in front of statue
  - vi. Get layette to display at dinner
  - vii. Tickets for door prizes at tables
  - viii. Set up and take down decorations
  - ix. Obtain sign holders for each table. Insert sponsor/donor lists into holders and place on tables.

# Christ Child Society of Summit Fundraiser

## 1. Name of Fundraiser

- a. Rummage Sale

## 2. Description of Fundraiser

- a. Members donate their unwanted "treasures" for the rummage sale
- b. The sale provides many disadvantaged members of the community and surrounding towns with the opportunity to buy nice things at a low price
- c. Any unsold items are donated to another charitable organization such as Big Brothers/Big Sisters
- d. A bake sale is held to make additional funds

## 3. Fundraiser Results and Impact

- a. The event is held annually and raises between \$5,000 and \$6,000
- b. Very little money is needed to put on the sale-approximately \$200 for publicity
- c. High school students also volunteer at the sale to get community service hours
- d. The sale has been held for the past seven years and the community always looks forward to it

## 4. Basic Steps

- a. Select co-chairs to divide up responsibilities
- b. Select space to hold the sale-local church hall works best
- c. Advertise your event-ads in local newspapers and church bulletins and a banner outside the church hall
- d. Decide what items you want to accept and solicit donations from churches, schools, members and advertising outlets
- e. Donations should be brought to church hall and days are selected when pricing and sorting can be done-best is the Thursday and Friday before a Saturday sale day
- f. Decide time frame for sale-8-2 on a Saturday
- g. Volunteers sign up to work two hour shifts
- h. Find someone in community to donate bags such as a grocery store

## 5. Timeline

- a. **July/August:** Contact Service foundations of choice (i.e. Purple Heart, United War Veterans, Big Brother) to schedule pick-up of items not sold at conclusion of sale. Schedule pick-up within a half hour of sale ending.
- b. **September:** Chairpersons meet and divide tasks. Begin publicity-have the publicity chair submit an advertisement of event in local newspapers, on-line local news sites and church bulletins. Have pulpit announcement of date and information at all masses for three consecutive weeks leading up to the event.

## Christ Child Society of Summit Fundraiser

Place a flyer in church bulletin the Sunday before the sale. Create or purchase a banner for outside the location. Create a sign-up Genius for CCS volunteers. Email all members. Email reminders as needed. Reserve site location at the parish filling out necessary paperwork. Also include the tables and chairs needed.

- c. **October:** After event, place thank you notice in church bulletin and send thank you email to member volunteers. Have chairperson submit a summary of the event-what worked and what did not work.

### Checklist

1. Publicity
  - a. Review items with publicity person
  - b. Send Save the date to members
  - c. Send media notices and notices to parish bulletins
  - d. Banner for fence where rummage sale is held
2. Facility
  - a. Fill out and review facilities sheet request and set up
  - b. Contact Police about parking
3. Volunteers
  - a. Sign-up sheet at general meeting and email to members
  - b. Set up Thursday by categories: household items, small appliances, jewelry, artwork, purses/bags, children, glass, holiday, sporting goods, lamps, tools.
  - c. 8<sup>th</sup> graders help with clean up at end
4. Supplies
  - a. 150 plastic or brown bags
  - b. Newspaper for breakables
  - c. Three cash boxes (\$50 in change-\$1's)
  - d. Letter for donated items
  - e. Masking tape and sharpies for pricing
  - f. Food for volunteers (water, coffee, bagels, sandwich tray, chips, fruit)
  - g. Discount items or fill a bag for \$5 at a certain point in day
  - h. Schedule a pickup at 3:00 pm for left over items

# Christ Child Society of Akron Fundraiser

## 1. Name of Fundraiser

- a. Cheers for a Child

## 2. Description of Fundraiser

- a. A casual event at a local brewery from 4-8pm on a weeknight
- b. Akron has hosted this event since 2014
- c. Tickets are kept reasonable at \$25 per person-200 sold presale and 100 at door in 2015
- d. Committee consists of 15 volunteers but several "celebrity bartenders" are needed for the evening of the event
- e. Sponsorships are sold at \$100 per sponsor; 14 sponsors in 2015
- f. Additional funds are made through a basket raffle-baskets are donated by Christ Child members

## 3. Fundraiser Results and Impact

- a. Celebrity Bartenders compete against each other to see who can get the most tips
- b. In 2014, \$2,500 was raised and in 2015, it increased to \$7,000 most likely due to increased awareness of the event and increased ticket sales
- c. CCS was introduced to new previously untapped supporters in the community and the event has potential for recruiting new members
- d. They increased public awareness of CCS of Akron through literature and giveaways at the event

## 4. Basic Steps Needed to Begin this Fundraiser

- a. Select a chairperson, co-chair and committee
- b. Confirm date for event-usually a fall week night during "happy hour"
- c. Select a casual venue that will work for this type of event
- d. Select caterer for finger foods-we keep food costs to around \$11 per person
- e. Have membership make desserts for the event
- f. Sell tickets before event using an internet based event planning mechanism such as Eventbrite and sell at the door
- g. Figure what to charge for admission-we try to keep reasonable to attract more guests
- h. Admission will include three beer tickets and food-water is provided-donated in 2015
- i. Order rubber wrist bands "Cheers for a Child-Christ Child Society of Akron"-get cost donated if possible
- j. Get donations of baskets for a raffle-donated by membership
- k. Sell tickets for basket raffle-we sell \$1 tickets
- l. Lay CCS envelopes throughout establishment encouraging donations
- m. Display items Christ Child provides to the community i.e. layettes and friendship bags
- n. Solicit sponsors at \$100 per sponsor- aim to get as many as you can-sponsors are displayed on signage at event
- o. Have "celebrity bartenders" who can compete against each other to see who could get the most tips to donate to CCS

# **Christ Child Society of South Bend Fundraiser**

## **1. Name of Fundraiser**

- a. Clothe-A-Child II

## **2. Description of Fundraiser**

- a. Paper dolls are sold for \$1 each at various locations, especially bank/credit unions and supermarkets over a two-week period usually sometime during the months of September thru November
- b. Approximately 21,500 dolls were sold at three chosen locations
- c. All proceeds from the drive go directly towards purchasing new clothing, winter coats and shoes for at risk children
- d. A dress down day is held at two local high schools with students paying to dress down and all proceeds are given to this fundraiser

## **3. Fundraiser Results and Impact**

- a. The Christ Child name is spread throughout the community since dolls are signed and displayed at the various locations
- b. This is South Bend's most visible fundraiser
- c. Funds raised go directly to their clothing budget needs
- d. \$21,572 raised through paper doll donations
- e. \$3,000 raised from dress down day donations

## **4. Basic Steps**

- a. Select locations that will sell the dolls i.e. banks, credit unions, or supermarkets
- b. Put together a Clothe-A-Child campaign packet for participating venues
- c. Send request letter to contact person at each venue chosen
- d. Pick the weeks that the campaign will run at each location
- e. Dolls are printed, die cut and delivered to the various locations
- f. Each Clothe-A-Child Doll cutout sells for \$1.00
- g. Buyer can sign their name on their boy or girl doll
- h. A large cut out is given to locations to use as a poster
- i. Information dolls are placed at registers in supermarkets or by tellers in banks
- j. Information sheets are posted in employee break rooms
- k. Have all dolls returned that aren't sold so they can be reused
- l. Contact local schools to hold dress down days with monies collected being donated to Clothe-A-Child II

# Christ Child Society of Columbus Fundraiser

## 1. Name of Fundraiser

- a. Angel Fund Annual Giving Campaign

## 2. Description of Fundraiser

- a. The current annual giving campaign grew out of a successful internal member-only Angel Fund campaign that was conducted with Red Wagon each fall. It was separated from the Red Wagon and was expanded to include "friends of CCS" and corporate solicitations, most of which are small businesses
- b. The campaign is a yearly event with letters going out in early November

## 3. Fundraiser Results and Impact

- a. Expenses are minimal-paper and postage-around \$1,000
- b. Raised \$26,645 in 2014-15, \$44,695 in 2015-16
- c. 70 members of all categories (active, sustainer, etc.) contributed \$24,300-this included one \$4,000 gift and one \$5,000 gift
- d. 56 non-members with a note on solicitation contributed \$9,500 and 35 non-members without a note contributed \$4,505-personal touch increased donations by 50%
- e. Business donors totaled \$6,300
- f. Committee feels there is much opportunity for growth especially for corporate donations
- g. Public relations advantage- Invites people to think of us at end of year donation time, outside of a fundraising event

## 4. Basic Steps

- a. Volunteer positions needed:
  - i. Chair and chair elect
  - ii. Solicitation material designer
  - iii. Communications chair
  - iv. Computer savvy list generator
  - v. Members to assemble mailings
  - vi. Treasurer to receive checks
  - vii. Assistant to treasurer to keep list of donors and send thank-you notes
  - viii. Web site chair to make sure web site is up to date to accept donations
  - ix. Social Media chair to put information on Facebook page
- b. During summer or early fall, clean up mailing list, design solicitation materials and print
- c. Materials needed:
  - i. Mailing lists
  - ii. Printed materials
  - iii. Stamps
- d. Send solicitation to members, "friends of Christ Child Society" and corporate-mostly small businesses.
- e. Personal note on materials garnishes highest donation

# Christ Child Society of Central Illinois Fundraiser

## 1. Name of Fundraiser

- a. Parish Drive

## 2. Description of Fundraiser

- a. Individual parishes are asked to set aside a weekend when parishioners could donate layette items or give monetary donations to the Christ Child Society
- b. Parishes are asked to put "Christ Child Sunday" on their yearly calendar of events
- c. A list of layette items is provided for the parish bulletin and a container provided for accepting donations

## 3. Fundraiser Results and Impact

- a. The Christ Child Society is visible in every parish in the diocese
- b. Parish members hear and ask about the Society and in turn they attract new members
- c. Monetary and layette donations are received-they have not purchased any diapers for their layettes since the drives began
- d. Drives can be held all year long depending on individual parish calendars

## 4. Basic Steps

- a. Committee members needed:
  - i. Fundraising chairperson and committee
  - ii. Parish contact volunteers
  - iii. Volunteers to deliver and set up baskets for layette and monetary donations and brochures
  - iv. Volunteers to pick up donations several days after drive and deliver to Christ Child
  - v. Volunteers to speak at parish group, mass etc. if required
  - vi. Volunteers to check in donations
  - vii. Corresponding Secretary to send thank you notes
- b. Chairs compile a list of parishes including pastors' names, phone numbers and a list of hospitals served
- c. A committee of volunteers make the parish contacts-they are given scripts to follow
- d. Christ members should be asked to make contact at their own parishes
- e. Contact parishes a minimum of four weeks before the drive
- f. FR committee should send sample bulletin announcements for the three weeks prior to the drive
- g. Include a list of needed items in announcement including diaper, sleepers, baby wash and socks.
- h. Display Christ Child layette by collection basket in parish
- i. Pick up layette and monetary donations at conclusion of drive
- j. Send thank you notes
- k. Ask parishes to make this a yearly event

**Type of Fundraiser:** Luncheon with Speaker, vendors, silent auction and raffle

**Level of Difficulty:** Difficult- 1<sup>st</sup> time event but expected to be easier

**Attract Community Awareness:** Yes, with prominent speaker

**Sponsors needed:** Yes- 28 corporate and individual sponsors

**Members only attend:** No

**Volunteers needed:** 100% Chapter participated in some way

**Total Volunteer Hours:** labor intensive- first year

**Planning Stage:** January to April

**Length of Event:** 10 am to 2 pm

**Attract volunteers:** Yes

**Works for Large or Small chapters:** Yes

**Amount Raised:** \$16,000

**Use of funds raised:** General Operating

**Challenges:** Tight timeline for 1<sup>st</sup> major fundraiser

**Why a Luncheon with a Speaker?** The Atlanta Chapter met the 2012 NCCS Membership Challenge and was awarded a speaker. We were able to secure Walter Reeves, the preeminent SE Garden Guru as the speaker. The goal was to raise awareness of the Atlanta Chapter and to raise funds.

#### **How to begin**

1. Patty Decraene, the event chair, put together a committee of eight consisting of a communications chair, social chair, vendor chair, sponsorship chair, auction/raffle chair, plus three others.
2. At the first meeting in November we established the event title, budget, general schedule of events, timeline to event, sponsorship levels, "Garden of Vendors", raffles, silent auction and \$50 ticket price.
3. We chose a renowned country club because of the name recognition and because it was large enough to make our efforts worthwhile.
4. In January we planned out our communications- set up a Constant Contact account, worked out a calendar for emails, mailings, publication dates for parish bulletins and online advertising.
5. In February we worked through the financial details including PayPal, accepting credit cards, and tracking sponsorships and reservations.
6. In March we finalized the marketing plans and planned the venue layout and decorations.
7. In early April we met at the venue to go over the final details.

It was a FABULOUS event with almost 100% member participation. We intend to have a large fundraiser every other year and something smaller in the in-between years.

**Type of Fundraiser:** Party

**Level of Difficulty:** Easy

**Attract Community Awareness:** No

**Sponsors needed:** No

**Members only attend:** No

**Volunteers needed:** 5

**Total Volunteer Hours:** 30

**Planning Stage:** Short

**Length of Event:** Afternoon/Evening

**Attract volunteers:** No

**Works for Large or Small chapters:** Small or Medium is probably best

**Amount Raised:** \$3,000

**Use of funds raised:** General Operating

**Challenges:** None

**Why a Kentucky Derby Party?** The Boston Chapter is small and prefers to host frequent small, social fundraisers with donations being collected.

#### **Details**

The planning begins with a committee of 5- the party's host, the Chapter President and 3 other members. The Kentucky Derby is always the first Saturday in May so the date is set and the party has been held in a member's home on Cape Cod (about a 90 minute drive) for about 15 years. All the Chapter members are invited (most by emails and some with mailed invitations) as well as a group of Chapter friends (mostly men). The attendance averages 40 people and \$3,000 is raised both from the guests and non-attendees who mail in checks. There is no cost to attend but it is understood that this is a fundraiser for the CCS of Boston and checks are dropped in a basket.

The meal is a "planned menu" with the host coordinating food being donated by a few members. Some of the members ask vendors for donations or discounts. All food is brought "camera ready" to be set out on a buffet. The host provides coffee and homemade Irish bread for the guests when they arrive. Later cheese and crackers and other appetizers will be provided. Mint juleps are served at race time and the guests bet on the Derby placing \$2 bets on the winning horse. The bets are paid out to the winners (50% split among those who picked the winner, 25% for the 2<sup>nd</sup> place horse and 25% for the 3<sup>rd</sup> place horse). After the race dinner is served, donors are thanked and everyone heads home.

Chapter wisdom- "don't give up before you try"- ask for what you want! If you want free admission to the museum ask for it! Want a sheet cake donated- ask for it!

#### **Other Boston Party Ideas**

A **St. Patrick's Day Scone Making Demonstration** held in a home. The price of admission was layette items. Forty-five women watched or helped make scones that were then baked and served with tea sandwiches and tea. The baker volunteered her services (because they asked her to). A **Tour of the Boston College, McMullen Museum of Art** with a private docent. Attended by 48 members/spouses followed by salad and sandwiches in a member's home. \$2,000 raised.

**Type of Fundraiser:** Only Fundraiser- dinner, live auction and drawing

**Level of Difficulty:** Medium

**Attract Community Awareness:** Yes- with local advertising

**Sponsors needed:** None used

**Members only attend:** Members and Spouses almost exclusively

**Volunteers needed:** 15-20 core volunteers

**Total Volunteer Hours:** unknown

**Planning Stage:** November to April event

**Length of Event:** One evening

**Attract volunteers:** Yes- new members help

**Works for Large or Small chapters:** Yes

**Amount Raised:** average \$150,000 to \$200,000

**Use of funds raised:** General Operating Funds and specific projects

**Challenges:** Seasonal Chapter, lots of competition from other fundraisers and Florida fundraising laws have many restrictions.

### Description

The Naples Chapter is a seasonal Chapter with most activity happening from November through April. This is the Chapter's only fundraiser. Members receive their dues notices in the summer and are asked to volunteer for the various Chapter programs and/or to work on the Red Wagon Gala.

It is a \$300 per person dinner, live auction and drawing held usually at a country club. The price is average to low for events of this type in this community. The event is not black tie (an advantage) but is dressy. About half of the members and their spouses attend the event. A local paper donates an ad that runs 4 or 5 times before the event and then a thank you ad afterwards.

The event is unusual in that it no longer includes a silent auction but instead sells game of chance for \$25 each. The games have included Heads and Tails (played at the beginning of dinner as a warm up), guess the number of golf balls in a bowl, a ring toss over wine bottles, and a card drawing. The games have prizes ranging from lunch and a boat ride to golf packages at a local club. The guests have more time to socialize during the cocktail hour as they are not being asked to bid and pay attention to when silent auction tables close.

The focus is brought back to children with a performance from the Grace Place Children's Chorus who sang a medley of folk songs and then were treated to ice cream sundaes. The Chapter has had great success with a Fund-a-Need solicitation during the live auction. Everyone has a card at their table place with price points from \$10,000 to \$100. In 2013 the Fund-a-Need raised \$55,000 which is more than the live auction brought in.

**Type of Fundraiser:** Cards for Cash

**Level of Difficulty:** Easy

**Attract Community Awareness:** Yes

**Sponsors needed:** No

**Members only attend:** No

**Volunteers needed:** 1 (to start the project)

**Total Volunteer Hours:** Few-treasurer deposits checks as they come in.

**Planning Stage:** Few days-need one person to set up contact with the grocery store(s)

**Length of Event:** Ongoing

**Attract volunteers:** Easy to attract because all they need to do is use the cash cards

**Works for Large or Small chapters:** Both

**Amount Raised:** \$7,000 over two years

**Use of funds raised:** General Operating Budget

**Challenges:** Find a grocery store to work the program with you

### **Why Cash for Cards?**

This fundraiser is a convenient, on-going way of generating funds by merely doing grocery shopping. The amount of the funds generated is limited only by the number of participants who designate the Christ Child Society as their charity. This fundraiser produces community awareness by the mere fact that anyone can participate-CCS members, family, friends, neighbors, etc. It can even work across state lines if the grocery store is in several states.

1. **How to begin...**Choose the store you would like to work with-Phoenix uses Fry's Food Stores, a member of the Kroger Company that has 2,640 stores in 34 states, and Bashas Grocery Store, a local grocery chain that has 130 stores in 15 counties of Arizona.
2. Register your chapter with each chain for approval after submitting the proper documentation and proof of 501(c)(3) status.
3. Publicize the fundraiser to the membership and encourage them to participate.
4. Phoenix purchases \$10 Basha's gift cards and sells them to their membership for \$10. Each card is already linked to CCS of Phoenix. Each time the card is reloaded, it generates a donation to CCS. Basha's gives 6% of sales to CCS of Phoenix.
5. Fry's links the CCS to the individual's VIP card through their Community Rewards Program. A separate card is not needed. Every time a purchase is made at Fry's using a VIP card linked to CCS, the bottom of the receipt indicates that Fry's is donating to the Christ Child Society. Fry's caps their donations at \$50,000 per quarter per organization and the amount that is given is a percentage of the spending and may vary.
6. All participants need to do is their normal grocery shopping to benefit CCS.
7. Periodically, notify membership of any changes in the program. In Fry's case, each year CCS must be designated at the recipient.
8. Refund checks are mailed periodically from the companies directly to the chapter.

**Type of Fundraiser:** Baby Bottle Fundraiser

**Level of Difficulty:** Medium

**Attract Community Awareness:** Yes especially through various parishes

**Sponsors needed:** Parish sponsors but not monetary sponsors

**Members only attend:** No-donations come from people not associated with CCS

**Volunteers needed:** 45

**Total Volunteer Hours:** 152

**Planning Stage:** Approximately one month

**Length of Event:** Three weeks

**Attract volunteers:** Some difficulty to get volunteers to pick up baby bottles because they are heavy

**Works for Large or Small chapters:** Both

**Amount Raised:** \$40,629.38 (after expenses-per collection)

**Use of funds raised:** Layette Programs and Crib Clubs at Women's Care Centers

**Challenges:** Collecting the baby bottles from 17 parishes, counting the money and preparing it for deposit.

### **Why a Baby Bottle Fundraiser?**

This is a fundraiser that creates widespread community awareness throughout our local parishes. In addition to the marketing flyers we place in each baby bottle, parish priests mention the project in their homilies or at the end of Mass and it is advertised repeatedly in parish bulletins, beginning the week prior to the fundraiser and throughout the three weeks duration.

### **How to begin...**

1. Pick the weekend you want to distribute bottles. Fort Wayne chose Respect Life Sunday.
2. Pick the parishes you want to participate. Fort Wayne found it best to pick parishes that have Christ Child members but it was not necessary.
3. Ask the Diocesan Bishop to send a letter to parish priests asking for their participation.
4. Send weekly emails to parishes with pre-written bulletin inserts.
5. Purchase baby bottles. Label and stuff CCS marketing literature in the bottles.
6. Ask the parish priest to mention the fundraiser in their homily or at the end of Mass on the day bottles will be distributed.
7. Find volunteers to help distribute the bottles such as the parish youth group or Knight of Columbus. (4200 bottles were distributed to 17 parishes)
8. Give each family in the parish a baby bottle to take home and fill with spare change.
9. Provide containers for returned baby bottles.
10. Choose weekend for bottle returns. Fort Wayne runs it for three weeks and collects on the third weekend.
11. Empty bottles into bank bags before leaving the parish. Most of donations are in change.
12. Count returns per parish and let the parish know how much money they raised.
13. Deposit funds.
14. Send thank you notes to each pastor and any group that helped with distribution. Fort Wayne also placed an ad in their local Catholic newspaper thanking all parishes and parishioners that participated.

**Type of Fundraiser:** Baby Bottle Fundraiser

**Level of Difficulty:** Medium

**Attract Community Awareness:** Yes especially through various parishes

**Sponsors needed:** Parish sponsors but not monetary sponsors

**Members only attend:** No-donations come from people not associated with CCS

**Volunteers needed:** 9

**Total Volunteer Hours:** 25

**Planning Stage:** Approximately one month

**Length of Event:** Three weeks

**Attract volunteers:** Easy because it is a "painless" project

**Works for Large or Small chapters:** Both (note Duluth has NINE members!)

**Amount Raised:** \$30,000 in two years (\$10,000 first year; \$20,000 second year)

**Use of funds raised:** To stock and maintain a Crib Club "store" in the Women's Care Pregnancy Center in Duluth.

**Challenges:** Delivering the change to the bank

### **Why a Baby Bottle Fundraiser?**

This is an excellent way to not only raise funds but build relationships with various churches.

### **How to begin...**

1. One member contacted priests or members of the parish who would approach the pastor about the fundraiser and request participation from his parish.
2. Print flyers about our chapter to be included in the bottles.
3. Purchase, stuff and distribute the bottles on the chosen weekend. Duluth reached 10 parishes their first year and 15 the second.
4. Pick up the bottles after three weeks.
5. The collected funds were put in ice cream buckets and brought to the bank.
6. Send out thank you notes to participating parishes.

**Type of Fundraiser:** Rummage Sale

**Level of Difficulty:** Medium

**Attract Community Awareness:** Yes

**Sponsors needed:** Yes

**Members only attend:** No

**Volunteers needed:** 67

**Total Volunteer Hours:** 201

**Planning Stage:** Few Weeks

**Length of Event:** Actual event: One day 8-2; set up and collections of items two days, approx. 13 hours.

**Attract volunteers:** Easy-work not too difficult and group effort makes it enjoyable

**Works for Large or Small chapters:** Both

**Amount Raised:** \$4700-\$6700

**Use of funds raised:** General Operating Budget

**Challenges:** Find a suitable location and obtain enough good donations to turn a good profit

### **Why a rummage sale?**

We were looking for ways to get members involved plus raise money for our Chapter. A member suggested a rummage sale. We realized that through this fundraiser we would raise awareness in the community for our chapter. People are able to donate their unwanted "treasures" and we in turn provide many disadvantaged people in the community and surrounding towns with an opportunity to buy nice things at a low price. Plus any unsold items are sent to another charitable organization such as Big Brothers/Big Sisters. We call it a ***win, win fundraiser*** because so many people benefit!

### **How to begin...**

1. Select co-chairs who divide up responsibilities.
2. Select a space to hold the sale. We found a local church hall worked the best.
3. Advertise your event. Our publicity chair placed ads in local newspapers and church bulletins.
4. Advertise some more! We hung a banner on a fence by the church and outside the church hall.
5. Decide what items you will accept and not accept. We do not collect books, clothing, baby items or stuffed animals. Solicit donations from churches, CCS classes, preschools and through advertising outlets.
6. Have people bring donations to the church hall and pick days to sort and price. We sorted and priced on the Thursday and Friday before the sale.
7. Decide the time frame to hold the sale. We run it from 8-2 on a Saturday.
8. Have volunteer members sign up to work two hour shifts.
9. Assign jobs to volunteers. We have two-three volunteers work the jewelry section which needs to be closely monitored; two to four volunteers work the check-out tables; two to four volunteer "floaters" who roam the room, make deals and straighten merchandise.
10. Add another fundraiser to the day. We add a bake sale and we have middle school children work the bake sale for community service hours.
11. Find someone in the community to donate bags to hold sold merchandise. We got a local grocery store to donate the bags we needed along with a couple of cases of water for volunteers.

**Type of Fundraiser:** “No Show” Event

**Level of Difficulty:** Medium

**Attract Community Awareness:** Yes through sharing their story in their invitation

**Sponsors needed:** No

**Members only attend:** No. Invitations are sent to other individuals besides members

**Volunteers needed:** 12

**Total Volunteer Hours:** 53

**Planning Stage:** Committee met monthly prior to the event for two months

**Length of Event:** One Month

**Attract volunteers:** Yes-not hard to do but sometimes difficult to get members to provide names of “guests” who could receive invitations

**Works for Large or Small chapters:** Medium to Large

**Amount Raised:** \$34,307.51-\$37,627.13 per Ball

**Use of funds raised:** Donations specify which program(s) the money should go towards

**Challenges:** Getting more members to list names of friends or family members who would want to support this event and getting the members to write personal notes to their invitees.

### **Why a “No Show” Event?**

Fort Wayne chapter liked the idea of a no show event so that invitees could send in a donation in lieu of attending yet another fundraising event and in turn, save on the cost of a new dress, tux rental and/or babysitter, and in turn, donate the amount they would spend to the chapter’s various programs.

### **How to begin...**

1. Pick a date for your Phantom Ball. Fort Wayne chose July 13<sup>th</sup>.
2. Ask all members to send in five names and addresses of friends/relatives who they think would be supportive of the CCS mission.
3. Assemble the “guest list” including people who have attended other fundraisers for the chapter.
4. Ask members to write short notes on notecards that are provided to them for each of the people on their list. Fort Wayne asks members to bring their list and written notecards to their spring luncheon.
5. Order invitations.
6. Include a reply card in the invitation listing causes and the dollar amount a person can donate for a particular cause.
7. Choose a bright colored envelope for your invitation.
8. Assemble invitations.
9. Handwrite name and address on invitation and include the note from the CCS member. Fort Wayne sends out 1400 invitations.
10. 245 responses were received the first year and 256 the second year. Fort Wayne found that most of the replies and donations came from individuals who received a personalized notecard.

**Type of Fundraiser:** Selling items through eBay

**Level of Difficulty:** Medium

**Attract Community Awareness:** Yes because with each listing, there is information about the chapter

**Sponsors needed:** No

**Members only attend:** Anyone around the world can buy through eBay

**Volunteers needed:** Four run the project but numerous individuals help acquire items

**Total Volunteer Hours:** Hours are not calculated for a total project number

**Planning Stage:** Started in 2008-changes as eBay evolves

**Length of Event:** Ongoing

**Attract volunteers:** Difficult to attract volunteers due to the computer knowledge needed

**Works for Large or Small chapters:** Both

**Amount Raised:** \$12,000 per year; \$63,500 since it began

**Use of funds raised:** General Operating Budget

**Challenges:** Acquiring enough gently used or new items to sell; finding enough volunteers with the needed computer knowledge.

### **Why eBay?**

Selling items through eBay means that there is exposure to buyers around the world. With each listing, there is information regarding our charity which creates community awareness of CCS every time someone looks at one of our items. We acquire items to sell from chapter member donations, purchases at rummage sales and through word of mouth.

***100% of the sale of this item will benefit Christ Child Society of Milwaukee Chapter.***

***The Milwaukee Chapter of the Christ Child Society is a non-profit all volunteer service organization dedicated to clothing the newborn, providing parental support, tutorial and scholarship assistance, fostering reading appreciation and other involvements to nurture the youth of the Greater Metropolitan Milwaukee area.***

### **How to begin...**

1. You will need three active "listers", one bookkeeper, and numerous individuals who help acquire the items to list. The 'listers' will need computer knowledge and expertise.
2. Each item is researched, photographed, and weighed in its appropriate packaging.
3. The item is added online to the ongoing list of items up for sale.
4. We choose either a seven day auction or a "buy it now" with time expiration attached.
5. The "lister" must watch over those items she has listed since there may be questions from potential buyers.
6. Once the item is purchased, the "lister" packages up the item, prints a label, and mails said item.
7. The bookkeeper keeps track of and prints out each transaction along with keeping track of all expenses associated with each sale.
8. The bookkeeper prepares a spreadsheet at the end of every month and sends all the information to the chapter treasurer.

**Type of Fundraiser:** Sell old or unwanted **gold** jewelry

**Level of Difficulty:** Easy

**Attract Community Awareness:** Yes through advertising in church bulletins

**Sponsors needed:** One jeweler who will purchase the jewelry

**Members only attend:** No anyone can come to sell their jewelry

**Volunteers needed:** 6

**Total Volunteer Hours:** 20

**Planning Stage:** Short

**Length of Event:** Three hours

**Attract volunteers:** Volunteers are needed to bake refreshments for event and set up.

**Works for Large or Small chapters:** Any size could do it

**Amount Raised:** \$1,000 in the first year but only \$250 the second year. Albany decided to only do it every other year for this reason.

**Use of funds raised:** General Operating Fund

**Challenges:** Getting enough people to the event to sell their jewelry.

### **Why Sell Old, Unwanted Gold Jewelry?**

The Albany chapter found a jeweler that was willing to pay cash for people's old unwanted gold jewelry, while giving their chapter a percentage of what the jeweler paid for the gold jewelry.

### **How to begin...**

1. Find a jeweler willing to pay cash for products.
2. Find a convenient place to hold the event. Albany uses a parish meeting room for three hours.
3. Find about six volunteers who are willing to bake refreshments, prepare the room and clean up afterwards. The volunteers also use this time as an opportunity to spread the word about CCS.
4. Purchase paper products and coffee/tea needed for the refreshments.
5. Offer a door prize drawing with door prizes donated by chapter members.
6. Have chapter brochures and membership information available to attract potential members.

**Type of Fundraiser:** Remaking and selling old jewelry

**Level of Difficulty:** Medium to Hard

**Attract Community Awareness:** No

**Sponsors needed:** No

**Members only attend:** Sold at Luncheons and Resale shop which attracts many people other than members

**Volunteers needed:** 7

**Total Volunteer Hours:** 250-400 hours per year

**Planning Stage:** Ongoing

**Length of Event:** Ongoing

**Attract volunteers:** Volunteers are needed to help sell the jewelry but only one person makes it

**Works for Large or Small chapters:** Could work for both but may be best done in a large chapter

**Amount Raised:** \$2,100 per year plus sales at the Resale Shop which are not figured separately

**Use of funds raised:** General Operating Fund

**Challenges:** Finding other members who could also make the jewelry; getting enough donations of old or broken jewelry to remake; finding enough venues for sale of jewelry pieces.

### Why Jewelry Recycling?

The Cleveland chapter has a member who started making jewelry in 1988. The finished product vastly improved as her talents expanded. Cleveland has a resale shop where jewelry can be sold and in 2005, they started selling it at their annual Red Wagon Luncheon. The Red Wagon venue has a loyal following each year and the jewelry recycling project has remained a steady source of income for the chapter. Marlene also sells bits and pieces of sterling silver and gold that turned up in donation collections.

### How to begin...

1. Create a source to supply or donate used jewelry. Specify that jewelry in any condition will be accepted. Cleveland does this through donations members make and also through collections at various parishes. The response is overwhelming on a parish level.
2. Also approach local craft stores who may be willing to donate materials.
3. Don't forget word of mouth-the more people who hear about the jewelry collections, the more donations you will receive.
4. Find someone who can fix or remake jewelry, preferably a CCS member, or someone with artistic ability, who is willing to learn.
5. Decide where the remade jewelry will be sold. A few volunteers are needed to sell the jewelry at various chosen locations.
6. Items needed to start this project: 2 pair of needle nose pliers, wire cutter, beading needles, bead stringing thread, tweezers, scissors, rulers, bead boards to design jewelry, bead storage boxes, jewelry cleaner, silver dip cleaner, plastic egg holder and book case to store bead boxes.
7. Jewelry items needed: jump rings in silver and gold in various sizes, headpins-1.5-2 inch silver and gold, fish hook and/or stud earrings in silver and gold, earring backs for stud earrings in silver and gold, and bead tips in silver and gold.
8. The items in line 6 and 7 can be donated or the cost taken from profits. The cost in Cleveland is typically \$200 per year.
9. Check out [firemountaingems.com](http://firemountaingems.com) for a wide selection of products.