

Plan USA

Be a part of it!

Fundraising Tool Kit

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LUNCH IN

Organize a group of colleagues at your office to brown-bag it for a week. Each day, donate the funds you would have spent on lunch to a project jar. At the end of the week, you'll be surprised at how much you'll have.

TIPS AND HINTS:

Pick a location:

If you do not have a designated lounge area at your place of work, try locating a local park or coffee house that would be willing to host the lunch-in week.

Cooking Logistics:

If you don't like the idea of brown-bagging it all week, ask your colleagues to rotate cooking duties. Someone brings in pizza on Monday, while someone else cooks burgers on Tuesday. Each day's meal will be picked up by the cook, while the rest of you donate your lunch money. Don't forget to figure out the menu, who will cook, how the food is going to be prepared, and how to transport food from home to the office.

Specify where donations will go:

Make sure you specify on the can exactly what cause the donations will be used for. Example: "to purchase school supplies for under privileged children." People will be more likely to give if they can associate their donation with a specific cause or ongoing program. And if it happens to be one that warms the heart, it's money in the bank!

Publicize your event:

Be sure to send out a company-wide email or put a poster in the lounge so that everyone who is interested can participate. Use the lunch as an opportunity to get to know some of your colleagues that you don't normally work with.

Entertainment:

Consider having music playing to entertain your guests before and after lunch. Also consider having a group discussion about child exploitation, poverty, and ways the local community can help the world's most vulnerable children and communities.

LEMONADE STAND

At school, in the neighborhood, or with your kids club. Ask a parent to donate the ingredients and set up a lemonade stand to benefit your groups' activities or donation. The money collected should be donated to your cause and signage needs to be displayed at your booth announcing what the money will be used for.

TIPS AND HINTS:

Selecting a Location:

This is one of the first things that must be done. It's important when selecting a location to remember traffic count and visibility. It is important to find a safe location in a busy part of town. Kids, remember to have a parent accompany you!

Picking Dates and Times:

You should pick a date in advance if at all possible. Check the calendar section of your local newspaper. Are there any major community events occurring on the same day as your planned lemonade stand fundraiser? A conflict of interest may cause a decrease in the same day of attendance.

Rain Dates:

What about rain? You should have a rain date. Perhaps the following week or two to three weeks later. Make sure that your rain date doesn't conflict with any big events either.

Supplies:

Supplies that will be needed include; lemonade mix, sugar, water, plastic or paper cups, napkins, cash box, table, chairs, poster board for signage, a large spoon to stir the ingredients, and a large cooler or container for the lemonade. When purchasing lemonade mix it is often cheaper to buy in bulk.

Kids, have a parent or adult help you find the supplies you need.

