

## How to begin fundraising:

1. Make a list. Write down every person you know. Seriously, all of them. Family, friends, neighbors, coworkers, etc. Be sure to add their phone number, email, and mailing address to the list. **Pro tip:** To save time, as you are making a list, be asking for their emails, phone numbers, addresses, etc.
2. Write the letter. After your brainstorming session, it's time to put pen to paper and write a support letter. If you've never done this before, don't stress. We have provided you with a template to help you as you are writing your own. (See page \*) **Pro Tip:** Send your letter to your Conference Coordinator to proof reading and tips.
3. Contact each person personally. If they are younger, text them and ask if it is okay to send them a letter. If they are older, give them a call and explain what is happening. Think about how you are more likely to give towards something if asked personally then if it was simply announced in church or on social media. **Pro Tip:** Just posting it on social will not suffice. Those who give to you will be your support team and in a way they are going with you so make it more personal. People will give for two reasons, 1) they believe in supporting you or 2) they believe in supporting the cause. Do NOT be afraid to ask people to give! I know it can be terrifying but you never know who will give. The worst that will happen is you will get told "no, sorry we can't afford that this month".
4. Mail out those letters! We recommend that you print them off and snail mail them. If you cannot do that, email is acceptable but NO MASS EMAILING!! Send the email individually to each person. **Pro Tip:** Use [www.mailchimp.com](http://www.mailchimp.com). It is a website that allows you to send out an email to everyone individually and looks nicer. The only problem with this is that the email often ends up in people's' junk mail.
5. Breathe. The hardest part is over. Now, all you need to do is follow up with people and write thank you cards as the donations come in. Thank you cards should be physical cards sent out in the mail unless they live in a different country and you can't physically mail it