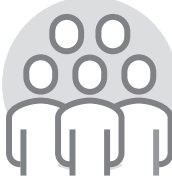


10 TIPS

FOR A SUCCESSFUL FUNDRAISING EVENT

1 ASSEMBLE 

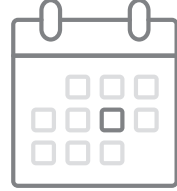
Don't do it all yourself; form a team to help you execute the event.

2 ACHIEVE

Come up with a goal for the event (fundraising, leads generated, etc.).

3 BUDGET 

Determine your budget; it will take some money to put on the event.

4 SCHEDULE 

Pick a date that doesn't conflict with a holiday or community event.

5 CREATE

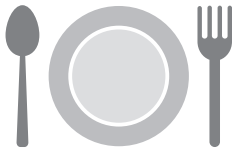
Create an event checklist (venue, supplies, A/V equipment needs, etc.).

6 DECIDE 

Decide if you need guest speakers.

7 PUBLICIZE

Publicize your event (mailers, social media, local media, etc.).

8 EAT 

Plan a menu; if you feed them, they will come!

9 DOCUMENT

Hire a photographer or videographer for the day of the event.

10 SHARE 

Share photos and videos on social media after the event.