

**Fundraisers and Activities**

**In-Person Events**

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| Snack Cart  |

 | Purchase goodies such as cookies, popcorn, candy bars, fruit, etc. to sell at a small markup in your department. Decide whether you want to run the cart in the morning or the afternoon and the number of days per week. When someone wants to buy a snack, give them the option to pay via a onetime gift using a giving form in the amount of their purchase. Turn in giving forms after each visit from the snack cart. Create a VIP status so the donor gets a snack each time the cart comes around.  |
| In-Kind Donation Drives: Clothing/Blanket/Shoe/Food/Sustainable Bag Drives  | Identify the length of the drive, set-up barrels around your department/neighboring departments and advertise the details including drop-off locations to coworkers. Count or weigh the collected items to use in thank you messages. If possible, invite the recipient charity to be present when turning collected goods over.  |
| Coin Jar Collection and Contests  | Give each coordinator or team member a coin jar to place at an active location and choose a recipient charity to which to donate the proceeds. Fundraiser can be part of a larger effort or in your department only. With coin jars, you can play Penny Wars or you can use jars to hold contests that allow people to vote for a single favorite from two items (e.g., cats or dogs) and you can report the vote total out to co-workers.  |
| Chili/Cake/Cookie/Pie/Cook Offs/Bake Offs  | Ask coworkers in your department to volunteer to bring goodies to contribute to a bake sale or cook off. For cook offs, you can charge an entry fee or ask guests to make a donation for tastes and give them a mechanism to vote for their favorites. For bake sales, be sure to include savory items to appeal to the early lunch crowd and schedule the event through part of the lunch hour. Post signage throughout the building, in neighboring departments and other high traffic areas. Choose an area that will maximize sales and open it to everyone. Give people the option to donate using cash or with a giving form. Judging can be done by attendees or a judging panel. Categories might include spiciest, judge’s favorite, crowd favorite, etc. Funds raised can go to a preselected charity or the winner can direct the funds.  |
| Holiday or Themed Potlucks  | Host a themed event such as a Halloween potluck with a costume contest or scariest food contest. Invite a charity speaker or host a small charity fair. Encourage people to make a donation to participate or provide charity info, charity guides, giving forms, etc. so people can donate.  |
| Media Sale (Books/CDs/Movies)  | Ask coworkers to donate new or gently used media including tapes, CDs, DVDs, games, books, or magazines. Employees can pay with cash or a one-time gift on a Giving Form. Invite a charity representative to attend to answer questions and share materials. Donate leftover media to a homeless shelter or a teen or senior center. |

**Hybrid Events**

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| Silent Auction  | Work with your CFD campaign leader and let them know you are planning on executing an online auction. Determine how and who will be assisting you with showcasing your auction items online and how bidding information will be collected. Reach out to your IT team to see if they can assist with the creation of an internal auction website for your agency. If your IT team is unable to assist you, we can host and create an online auction for you via a 3rd part platform: 32auctions. 32auctions is free to use to display up to 20 auction items, but we highly recommend paying the $40 fee which removes 3rd party ads. The $40 fee will be recouped towards the “CFD general fund” and the remaining proceeds will be directed toward your charity(s) of choice. Additional items can be showcased (up to 100) for an additional fee of $30. Requests for 32auction set up must be made a minimum of 4 weeks in advance of your auction start date with all required auction images and descriptions due 2 weeks in advance of your auction start date 32auctions only displays auction items and manages the bidding process. Payment information and payment is not collected through this website. |
| Egrams | Prepare a maximum of three high resolution images to serve as the face of the special occasion egram. For example, a simple picture of a heart that says “Happy Valentine’s Day” in it. Email CFD@sos.wa.gov with the images along with the timeframe you’re running the event and the charity the egram profit will go to. Give us at least three weeks in advance to create a form that you can send out to your donors to fill out and automatically send their egram with a personalized note.  |
| Pet photo contest  | Send out an agency wide call for pet photo contestants! You can choose to allow free entries or charge a small entry fee. Collect all entries during a specified window of time. Give the CFD team notice of the event at least three weeks in advance. Once you’ve collected all photos/entries, contest timeframe, and charity that you want to support, send to CFD@sos.wa.gov so we can create a voting form link for you.  |
| Cookbook/Online Cooking Class  | Reach out for volunteers to host a virtual online cooking class. Participants can sign up to pay a small fee and watch the class online!  |
| Quick polls (eg. Worst/Best Halloween candy) | When it comes to most or least favorites, people have strong opinions! Use that passion for a quick poll fundraiser! First, think of a fun controversial question like, “what is the worst Halloween candy?” and give a team curated short list of choices. Send an email of your event idea to our team(including length of event, name of event, poll question and choices). You can even create a fun incentive. For example, “whichever agency donates the most will get to send a basket filled with the worst Halloween candy winner to their agency director!”  |
| Brown Bag/ Meeting Presentations  | Schedule a charity speaker to speak at lunch or during staff meetings. Presentations are an awareness event and do not require donations. Have giving forms and charity guides on hand or links ready if you would like to do it via an online platform.  |
| Blog or Intranet Info Page  | Create a digital space for outreach. Provide weekly updates with campaign news and events and continue with charity highlight. Provide links to giving forms, registrations, flyers and other unique links to let people know about, and engage with, the CFD.  |
| Trivia Contest  | Partner with a local hub(or set up a meeting link if doing an online trivia), identify teams, choose trivia categories, make reasonable entry fees, and designate a charity of choice (or let the winning team choose the recipient charity). One department’s coordinators held a trivia night and wrote their own trivia questions that reflected their daily work.  |
| Charity Tour  | Schedule a lunchtime tour with a nearby charity. See the organization’s mission in action and document the experience. Promote charity throughout agency and provide a charity code for those interested in donating!  |