

# FRIENDSGIVING CHECKLIST

Use this checklist to make sure you've got everything covered for your upcoming Friendsgiving celebration. Don't hesitate to contact us at [friendsgiving@strength.org](mailto:friendsgiving@strength.org) if you need any additional support.

## GET STARTED

- Go to [NoKidHungry.org/Friendsgiving](https://NoKidHungry.org/Friendsgiving) to login to your Fundraising Center. Take two minutes to connect your Friendsgiving fundraiser to Facebook. Facebook can help you raise more money without much work.
- Then, personalize your fundraising page and use our email template tools to invite your friends to support your fundraiser and share on social media.
- Familiarize yourself with the resources available at [NoKidHungry.org/FriendsgivingResources](https://NoKidHungry.org/FriendsgivingResources) to help you host your event. We also have a Pinterest page at [Pinterest.com/FriendsgivingForNoKidHungry](https://Pinterest.com/FriendsgivingForNoKidHungry) for inspiration.
- Save-the-date: Email your guests to invite them to attend and support your Friendsgiving fundraiser.
- Consider finding a co-host or building a team to help you plan, cook, fundraise and host. There are never too many cooks in the No Kid Hungry kitchen.

## EARLY BIRD GETS THE WORM

- Now's the time to decide how you are going to raise funds for No Kid Hungry.
- A raffle is the calorie-free option that is sure to help you raise extra funds. Ask local retailers to donate merchandise or gift cards.

- Have a dessert auction. Ask local bakeries, or especially talented friends, to donate a specialty cake, pie or cookie platter and let the bidding begin.
- Setup a cookie decorating station to keep kids busy while their parents mingle. Ask for a \$2 donation to decorate and the kids get to keep/eat their masterpieces.
- We've included our favorite Friendsgiving fundraising ideas on page 5 as well as some general fundraising tips on page 8.

## GET THE WORD OUT

- Update your fundraising page with new details and send reminder emails to your friends and family about your event. Email templates are available in your Fundraising Center, which you can access by logging in through [NoKidHungry.org/Friendsgiving](https://NoKidHungry.org/Friendsgiving).
- Share your Facebook fundraiser with your friends. Use the invite button on your fundraising page to make sure every one of your friends gets an additional notification to visit your page.
- Ask friends who can't join you for Friendsgiving to still give to your fundraiser and share with their networks on Facebook, Twitter and other social media sites.

## GET IN THE KITCHEN

- Think about which items you can make in advance and freeze or store safely.
- If you're hosting a potluck event, make sure your guests know what they should bring so you don't have 5 dishes of macaroni & cheese.
- Ask local bakeries and supermarkets to donate food and beverages for your event.
- Make sure you're aware of any allergies or diet restrictions of your guests and plan accordingly.
- Check out [NoKidHungry.org/FriendsgivingResources](https://NoKidHungry.org/FriendsgivingResources) and [Pinterest.com/FriendsgivingForNoKidHungry](https://Pinterest.com/FriendsgivingForNoKidHungry) for recipes, cocktails, uses for leftovers and more.

## AT YOUR EVENT

- Hang up your Friendsgiving poster and bunting along with your personal decorations.
- Remind guests why they're there. Be prepared to speak about childhood hunger and the impact their donations will make for kids across the nation.
- We created some templates, from name tags to No Kid Hungry talking points, for you to share at your event. [NoKidHungry.org/FriendsgivingResources](https://NoKidHungry.org/FriendsgivingResources)
- Put out a donation jar or a tablet with your fundraising webpage already open so guests can easily make additional donations during your celebration.

## SUBMIT YOUR FRIENDSGIVING FUNDS

- Encourage your friends to donate online directly to your fundraising

page. Checks can be sent in the return envelope enclosed in this toolkit or mailed to Share Our Strength – Friendsgiving for No Kid Hungry, PO Box 75203 Baltimore, MD 21275. Make checks payable to Share Our Strength. Be sure to include a note with your name on it so we can add the funds to your online fundraising total.

## DON'T FORGET TO SAY THANKS

- Once you're done, take the time to thank everyone who contributed to your fundraiser.
- Please also take a moment to congratulate yourself on a job well done and know that you made a difference by helping to ensure that no kid grows up hungry in America.

## CAN'T HOST?

- Connect your Friendsgiving account to Facebook and share with your friends. Post often!

