

# Community Events for Emerge

We are thrilled you are considering The Emerge Foundation as a beneficiary of your fundraising event! The Emerge Foundation provides philanthropic support to both The Emerge Center and The Emerge School for Autism. As non-profit, mission-driven organizations, The Emerge Center and The Emerge School for Autism rely on community support to continuously strengthen our capacity to serve the children and families in our care.

Community Events are held independently from the Foundation, and are planned and executed by volunteers.

In this brief overview, you will find helpful tips on how to plan a successful fundraiser to benefit The Emerge Center and/or The Emerge School for Autism!

## hosting a fundraiser

No event is too big or too small! Be creative but most importantly, have fun! Here are some ideas for events that can be used as fundraisers:

Cook-off - Lemonade or hot chocolate stand - Bake sale - Online fundraiser via social media  
Office dress down day - Fun run - Volleyball, basketball or football game - Fishing tournament  
Birthday/Anniversary party - Garage sale - Golf outing - Sell t-shirts - Raffle an item

## fundraising checklist

### **form a team**

Invite some friends or family members to help you plan and execute your event. Plan how many volunteers you will need to work the event. A group of enthusiastic people will increase your chances for success!

### **develop a plan**

And a budget! Think about what you want to accomplish. What are your goals? Include sources of income - like sponsors, donations, and tickets sales - and list all potential expenses - like invitations, rentals, permits, and food and beverage.

### **create a timeline**

This is an important tool to keep you on track. Think about a publicity strategy and timing, too (local media outlets, social media posting, etc.).

### **talk with us**

We are here to help with ideas and advice. Don't hesitate to contact us to talk things through!

### **wrap up**

After your event, collect all proceeds and send one check to the Foundation. We can accept cash donations, but ask that all funds be counted and totaled before submitting to us. Please send your donation within 30 days of event completion. We are happy to schedule a check presentation and photo opportunity!

### **say thank you**

Make sure you send personal thank you notes to everyone who supported your event!

## Get Started!

### Your contact at the Foundation:

Brandi Monjure  
Communications and Events Manager  
(225) 343-4232 Ext. 1897  
bmonjure@emergela.org