

Once you have an accurate fundraising goal it is time to develop your fundraising plan. If your goal is large you may have to ask multiple people. Create a spreadsheet, of all the people/organizations you attend to ask for money. How much you hope to get from them. Include a column for previous giving history, if you have fundraised before, and a column for actual, so you know can track when they donate money.

Org	Staff	Goal \$\$	Actual \$\$	Congress 07	LegCon 08	Title	First Name	Last Name	Email	Phone	Address	Notes
Faculty of Color Organization	SL	\$250			\$200	Ms.	Irene	Pride		###	1325 Massachusetts Ave, NW	
Local Immigrant Rights Org	CJ	\$500		\$350	\$400	Ms.	Jenn	Surname		###	3618 Rock Creek Church Rd	
Campus Discretionary Funding	ES	\$500		\$500		Ms.	Jamal	Pennysaver		###	1100 17th Street NW, Suite 950	
Union	GP	\$500			\$400	Mr.	Sarah	McIntosh		###	209 W. Jackson Blvd. 2nd Floor	
Local Women Org	RT	\$100				Ms.	Tomekar	Smith		###	123 Sesame Street	
LGBT Faculty Association	JLP	\$300			\$350	Ms.	Jane	Queer		###	1608 Rhode Island Ave. NW	
Alumni Scott	TB	\$50	\$40		\$25	Mr.	Scott	Cheapskate		###	1313 Elm Street Apt 666	
<b>Total</b>		\$2,200	\$40									

Fundraising Goal

\$1,140

If you are not confident in receiving all the goals you have set forth, it is good to follow the rules of halves.

Here is a list of people to try and fundraise from. But don't be afraid to think outside the box. Think of people or organizations that have a similar mission as you.

SSA & SGA Budget

SGA Discretionary Funds

Faculty Associations

Regent or College Presidents

Financial Aid Administrators

Local & National Organizations

Unions

Local Business

Individual Donors/Alumni