



*Educational
Tours*

EF Educational Tours Fundraising Guide

Fundraising with Community and School Events

Community fundraising events

Here are some great fundraising ideas, along with countless variations, to help you and your travelers get started with your fundraising plan. These ideas range from large to small community events, and are perfect for individual travelers raising money on their own or can be combined with a group effort for a greater impact. Be sure to pick out the ideas that fit your community the best and that your group will have the most fun doing.

Fundraising is a great way to reach out to the community and offer them something in return for their support. Here, you'll find information on a wide variety of fun events!

Bring your school together! Rally around your school spirit and help to create even more. Hosting an event or piggybacking on a school event already planned is a great way to raise funds and to potentially recruit more participants. In this guide, you'll find information on school dances, dress-down days, talent shows and school carnivals.

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Auctions

Running an auction has a huge profit potential, depending on your level of creativity and the amount of time you have to dedicate to it. Your auction can be a stand-alone fundraiser or it can be an additional way to raise even more money at another type of event.

Step 1: Set a date. Remember: The more time you give yourself the more items you'll be able to secure and the more guests you'll attract.

Step 2: Figure out what your auction items will be. Some groups like to follow a theme while others prefer to keep it completely random. Our suggestion? Don't turn anything down! Every donation is valuable. It could be an actual item, a service or a gift certificate. Also, you should determine if the auction will be silent or not.

Step 3: Find your location. Any space will do, but if you want to combine this with other activities, you should find out if the location allows food/drinks to be served and if they have an A/V set up, so you can show videos and slideshows about your upcoming EF tour.

Step 4: Use your network (and the networks of everyone you know) to find auction items. Contact local businesses to see what they can contribute.

Step 5: Advertise and be sure to include information on the big-ticket items.

Step 6: Day of – Make sure your auction items are visible and well displayed. You'll want to set a minimum bid and consider putting pre-set increments on your bid sheets. Make sure you have plenty of information on your trip available. These events are always great opportunities to introduce the community to EF and gain more support for your trip. You may even be able to recruit more travelers!

Other auction variations:

Basket raffle

- If you have lots of small donations, you might consider hosting a basket raffle. Put together themed baskets filled with goodies.
- For example, you could have a wine lover's basket filled with some select bottles of wine, a nice corkscrew and glasses, and perhaps a gift certificate to a nearby wine shop.
- Basket raffles allow you to get creative!

Dinner/cake auction

- Have volunteers make a few dishes for people to bid. You might be surprised how much people are willing to pay for a home-cooked meal!
- Top sellers are usually the decadent desserts.
- For the cake auction, set some categories to keep the decorating interesting! Some ideas are country themes, most patriotic, prettiest, biggest, smallest and a school theme.

Art auction

- Seek out local artists or photographers who might be willing to donate or split the proceeds from an art auction.
- Once you've done that, all you need is a good space and effective advertising.
- If possible, include a wine and cheese reception.

Raffle auction

- Each item up for bid has a jar or bucket beside it. People purchase raffle tickets for a set amount and put the tickets in the jar for the item they want to win. Ticket prices should reflect the value of the items up for bid. You'll also want to give people an incentive for buying more tickets. For example, you might offer one ticket for \$5 but three for \$10.

Additional Resources:

<http://www.wikihow.com/Run-a-Silent-Auction>

http://www.ehow.com/how_2307296_start-auction.html

<http://www.fundraiser.com/feb08/fundraising-silent-auction-bid-sheets.html>

Basketball tournament

If your group has a lot of sports enthusiasts, you may consider organizing some sports tournaments or other athletic fundraisers. These fundraisers can be either school- or community-based and should be advertised well in advance. A basketball tournament can be easily arranged. Have teams sign up for a small fee and the winning team wins a prize!

Step 1: Determine what date your tournament will take place. You'll want to give yourself plenty of time to get teams signed up and to advertise your event, so plan accordingly.

Step 2: Secure the prize. Anything donated would be ideal. See if you can find someone willing to donate tickets to a professional basketball game or something similar. The prize should be enticing to the participants and require little or no cost on your part.

Step 3: Find your location. The high school gym is the most logical choice, but if you can't use school facilities for fundraising, look into other options. There may be public facilities in the area or free outdoor space. If you have to use a sports center or gym, don't be afraid to ask for the space for free or reduced cost.

Step 4: Figure out how much to charge. This can be tricky, as there's a fine line between wanting to make money and not deterring anyone from signing up.

Step 5: Recruit your teams! Word of mouth is huge among the student population, so get your group to start talking. You should also determine if registration is limited to students or if you'd like to host an adult division as well. Post flyers at school and around town. Email invitations also work well and can be easily forwarded.

Step 6: Find volunteers. You will need someone to serve as an official for the tournament. You may need extra help at the event itself, so see if any parents, teachers, students or community members are available.

Step 7: Day of – Have a checklist ready so you know exactly what needs to be done. Make sure your volunteers arrive early and have tasks to complete. Have fun!

Other sports-related fundraisers

Homecoming alumni game

- Arrange for returning alumni at homecoming to play the varsity sports team.
- Charge a small team fee to participate (remind them it's going to a great cause) and a small entrance fee.
- Don't forget to combine the event and sell concessions!

Golf tournament

- Ask local companies to sponsor a hole and display an ad for a monetary donation.
- Players can bet \$5 on landing on the green from the tee. If they make it, players typically forfeit the money to a good cause—yours!
- Allow players to buy a “mulligan” or do-over for \$10.

Yoga or step class

- Ask a teacher to donate their time and lead a community class. Either charge a set amount for the class or ask for a minimum suggested donation.
- The ideal space for this is a high school gym, but other facilities may be available. Be sure to get the space donated as well.
- You could also provide babysitters for busy moms. The more services you provide, the higher your donations will likely be.
- Don't forget to advertise!

Additional Resources:

http://www.ehow.com/how_2062720_organize-sports-tournament.html

http://www.basketballmanitoba.ca/index.php?option=com_content&task=view&id=61&Itemid=131

<http://www.wikihow.com/Organize-a-Streetball-Tourney>

Download brackets templates here: <http://www.darters.com/>



BIG yard sale

“One man’s junk is another’s treasure.” Put this saying to the test and organize a big yard sale fundraiser! You can either have people donate items or agree to donate a percentage of the proceeds. Either way, you’ll have a big, fun event where the entire community is involved!

Step 1: Find a good date. Yard sales are usually on Saturday morning, but keep in mind there may be a lot of competing events, sports, family activities, etc., that conflict with your yard sale.

Step 2: Spread the word! Every traveler and his/her family should participate. Also be sure to invite other teachers, colleagues and friends.

Step 3: Devise a plan or layout. If you have a lot of people participating you’ll want to determine if they will bring their own table or if you will be able to provide the essentials. Consider having a food and drink booth. Maximize your profits in any way you can! Also, you may want to have a booth completely dedicated to your EF trip, complete with information about the tour and a donation jar.

Step 4: Advertise by posting an ad in the newspaper, posting signs and sending out email reminders.

Step 5: Day of – Get there early for the set up. Seasoned yard sale hounds know to get there early, so make sure you’re ready for them!

Other “old is new” fundraisers:

Prom dress sale

- Prom season can be expensive, and most dresses only get worn once! Share the frills by hosting a prom dress sale.
- Get girls from neighboring towns to participate as well. That way people won’t worry about wearing a dress someone might recognize.
- Give the participants a portion of the proceeds while keeping the remainder for your group’s travel fund.

Recycling fundraiser

- Collect used ink cartridges, empty cans or old phones and redeem them in for a fee. One EF Group Leader from Colorado had a lot of luck using the fundraising company EcoPhones (<http://www.ecophones.com/>).
- Encourage your school to use a paper recycling company that pays you for your efforts. Apply those funds to your school clubs, including travel! One EF group leader from Indiana has had success using Abitibi Paper Retriever (<http://www.paperretriever.com/>).

Additional Resources:

<http://www.wikihow.com/Do-a-Garage-Sale-or-Neighborhood-Yard-Sale>
<http://www.fundraiserinsight.org/ideas/bargain-basement-evening-gowns.html>
<http://www.fundraiserinsight.org/articles/garage-sale-fundraising.html>

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The easiest fundraiser to organize is our annual yard sale. Parents donate items to sell and I always go through my house looking for items to sell. I put ads in the local newspapers, borrow tables for the day of the yard sale, and my students show up prior to the sale with their donations. We make at least \$200.00. We donate the 'leftovers' to a local charity, so there is nothing for us to take back home.

”

*Gail Ingram,
EF Group Leader
Chagraw, SC*

Flamingo flocking

The latest craze in the fundraising world is an innovative idea called Flamingo flocking. The basic premise is this: Someone pays the group to place a “flock” of pink plastic flamingos on someone else’s lawn. In order to have the flamingos removed, the recipient can pay a set amount. In addition, they can pay to send them along to someone else, or they can buy insurance to prevent them from being flocked again.

Step 1: Get your team together. Usually this type of flocking is done at night, so be sure all the parents know the flocking schedule.

Step 2: Buy your flamingos! Flamingos are the most popular, but you could do something—smiley faces, clovers, flags, etc.

Step 3: Print up instructions to leave with your flock. People need to know what to do when they wake up with a lawn full of flamingos! There should be clear directions regarding who to contact and how to make a donation for removal. Ask for different donation amounts to have the flock removed from the lawn, to purchase insurance ensuring they will not be flocked again and also to have the power to decide where to the flock will land next! Make sure you are clear that donations are optional and that you’ll gladly remove the flamingos for free if they don’t feel like playing the game.

Step 4: Repeat as necessary!

Other variations:

Beware of the chicken!

- What you need: two chickens in cages, two vans, two groups of kids and five to 10 fun-loving business people.
- Advertise in the local newspaper earlier in the week to “Beware of the chicken.”
- Start the day early and deliver one caged chicken to a fun-loving local business or resident. They either have to keep chicken for one hour or they can pay a fee to have the chicken removed.
- They can pay an additional donation to specifically send it to someone else. If they want to know who sent them the chicken, it costs them \$5.
- One group in Ohio made more than \$700 with two chickens in only six hours!

Additional Resources:

<http://www.fundraising-ideas.org/DIY/flamingo.htm>

<http://www.flamingoflocking.com/>

<http://www.fundraiserhelp.com/pink-flamingo-fundraiser.htm>

Movie Night

Get the community together for a fun event that also benefits your travel group! Movie nights are a fun and inexpensive fundraiser, but if you do it right you could get a huge draw.

Step 1: Find a good location. A high school auditorium is ideal because it will likely have all the equipment you need. If you can't use the school facilities, look for open spaces in VFW clubs or local churches. Make sure you can accommodate your expected turnout!

Step 2: Pick your movie. Why not make it travel themed? If you're going to France think *Amelie* or *Chocolat*, for example.

Step 3: Set the date. A weeknight is probably best.

Step 4: Make your list. You'll need plenty of comfortable chairs, snacks and drinks, and all the AV equipment. At every fundraising event you do, you should always have a display table with information about your group's upcoming EF tour and a donation jar. You could also combine this event with other fundraisers, such as raffles or silent auctions. A \$5 minimum donation at the door is reasonable for admittance.

Other variations:

Karaoke night

- If you or someone you know has a karaoke machine, put it to good use! Charge \$5 at the door or set a suggested donation.
- Make sure you have a fun space with food and drinks served.
- You can host a competition (American Idol style) or just have a free for all.

Additional resources:

<http://www.wikihow.com/Have-a-Movie-Night>

Step 5: Advertise like crazy. Make sure your students bring their friends and their friends' families. If every student can commit to bringing at least five people, you're guaranteed to have a decent turnout!

Step 6: Day of – Make sure you get there early to set up and test ALL equipment. You should run through the start-up procedure at least twice. Also, you or a student may want to say a few words before the movie begins, so prepare yourselves for that.

Super Bowl parties

- Take advantage of one of America's biggest "holidays" and host a Super Bowl party! You'll have a lot of competition with lots of other events and private parties already taking place, so yours will have to really stand out.



If people want a good money maker, I have a sure-fire \$10,000 made in one day. It all takes place on Super Bowl Sunday. You take a regular 10-square-by-10-square football pool setup, and you sell each square for \$100. $100 \times 100 = 10,000$. You also have to have a hall in which you can serve alcohol. At the hall, you serve finger food or you can serve a BBQ. You have your TVs set up around the hall so people can watch the game. Purchase a large-screen TV. The big-screen TV is the hook. You give it away at the end of the game to the person that has the correct square. We did this three years in a row and took home, after expenses, between \$10,000 and \$12,000 each time



*Steve Brusa,
EF Group Leader
Salinas, CA*

“No show” ball

Mindful of everyone’s busy lives, request the honor of your supporters’ absence at a fabulous affair they will never attend.

Since this is a “No show” event, your supporters don’t have to:

- buy a fancy outfit;
- get a babysitter for the night;
- buy \$100 per person event tickets; or
- give up an evening

And you don’t have to:

- rent a ballroom,
- get a DJ,
- cater food,
- ask for thousands of hours of volunteer time to organize this event; or
- deduct the costs of hosting an event from your donation to come up with our bottom line fundraising profit.

Which means 100% of your supporters’ contribution goes directly to support your travels on your EF Tour!

Only two steps required:

Step 1: Send out an invite, or an “e-vite,” including the above information.

Step 2: Have a method to collect donations and specify in your invitation how people can support you.

Pep rallies and sporting events

Ride the momentum of your school's pep rally or big sports game! Homecoming or games against the rival schools are usually big draws.

Sell mascot T-shirts!

- Provide an alternative to the typical school logos with unique custom designs. You could use your school mascot, logo or some other school theme. There are some great custom sites online. Here is an example: <http://www.customink.com/>
- Make it sparkle! Add "bedazzled" jewels or custom embroidery.
- If your school has a dress code, gain approval from the administration to allow your custom T-shirts to be an alternative to the required uniform.

Add your own creative spin to the pep rally, like "**Kiss the Goat**"! Beth Watson of Ohio put together this unique and creative fundraiser to add an interesting twist to her school's pep rally.

Step One: Students going on the EF tour asked for faculty and staff volunteers to run the risk of kissing the goat.

Step Two: Collection cans were placed out prior to the event; each volunteer is represented with his or her own can.

Step Three: Students, faculty and staff made donations in the cans of the teachers they most wanted to see kiss the goat.

Step Four: The teacher with the largest donation had to kiss the goat (yes, a real goat!) in front of the school at the pep rally!

Concessions

- See if you can set up a stand or sell food and beverages at the game itself.
- Hand warmers are a great idea for those chilly football games!
- Alternatively, many large universities or schools offer student groups the opportunity to work the concession stands at their big football games or other sporting events. Along with earning an hourly rate, sometimes you'll also get a percentage of the profits! Contact your local university early as these opportunities often fill up quickly.

Best seat in the house

- Raffle off a chance to sit courtside at important games.
- Get creative with couches, thrones and lounge chairs.

Homecoming alumni game

- See page 5 for more information.

Piggyback fundraising

Any community event could be an opportunity for your group to raise money. One of the first (and easiest) things you can do to get started is look around to see what's already taking place in your area. Any kind of fair, festival, sporting event or major holiday could be the perfect occasion for your group to jump on board and do some piggyback fundraising.

Step 1: Look at your school's calendar and your town's website for upcoming events. You could also try calling town hall, churches and local service clubs like the Elks to see if they have anything planned. You'll often find out about events by simply asking around. Every town is different, so it could be a car show, parade, flea market, spring festival, etc.

Step 2: Figure out who the contact person is and see if it's possible to get involved. You should be clear that you are raising money for an educational tour. If it's a fair or carnival of sorts, you should ask for the booth space for free or at a discounted rate.

Other variations:

Election Day

- In an election year, thousands of people may be lining up at your school to cast their votes. Take advantage of this opportunity!
- Sell coffee and baked goods in the morning and perhaps something portable for lunch. Keep it simple and clean, as people may be eating on the go.
- Take a tip from Pamela Marquise, an EF Group Leader from North Carolina. She suggests selling items that people can't resist. The smell of fresh cinnamon rolls or popcorn, for example, is hard to pass up!

Step 3: Discuss with your group what you'll do at the event. Depending on the type of event it is, you may consider the following: face painting, food sales, raffles or any other carnival-type activity.

Step 4: Day of – Make sure you have info about your trip available at your booth or table. While raising money, you will also have the chance to raise awareness about the benefits of educational travel.

Concessions

- See page 10 for more information.

“

All local major universities and sports events, activities arenas have all their concession stands set up for non-profit groups to run. We did all University of Oklahoma football, baseball and basketball games for two years and we made enough money for everyone to go on their \$3,000 trip for free except for a \$100 deposit when they signed up. It is hard work as you do stay very busy, but how many people can say they went to Europe for 16 days and only cost them \$100? To me, this is a fantastic way to fundraise!

”

*Sheryl McDonald,
EF Girl Scout Group Leader
Noble, Oklahoma*

Spaghetti dinner

Everyone loves food, and food for a good cause is even better! One very popular community fundraiser is the spaghetti dinner or some variation of the like. All it takes to plan this event are some volunteers to cook and serve, a good space to serve everyone, and appealing advertising.

Step 1: Set the date! Be strategic to maximize the turnout.

Step 2: Determine what you'll serve. You might do something in line with your trip. The spaghetti supper works well for a trip to Italy, for example. Figure out who will be able to prepare food in advance or cook at the event itself.

Step 3: Find your location. You'll need a space with plenty of tables and chairs. In addition, you may want access to a kitchen to help with prep and clean up. The high school cafeteria is ideal.

Other food related fundraisers:

Restaurant night

- Many restaurants offer a fundraising option where they'll donate a portion of the proceeds from one evening to your group. All you have to do is advertise the time and the place!
- Some restaurants require a coupon in order to get the meal donated to the group; others give you a percentage of all profits from the designated night. Just make sure you know ahead of time what to expect.
- Boston Market, Coldstone, Applebee's and Garden Fresh are some notable choices.

Step 4: Think about what else you can do! A dinner alone is a great fundraiser, but you can easily combine this with a raffle, auction, dance, movie night, etc. Take advantage of your captive audience and pack in as much as you can!

Step 5: Day of – Check and double-check your list. The more organized you are ahead of time, the more fun you'll have at your own fundraiser!

Dinner/cake auction

- See page 4 for more information.

Cook off

- Popular cook offs include chili and chowder, but you can adjust this idea to reflect your local cuisine!
- You'll want to advertise this event well in advance to get plenty of participants.
- See if you can get a prize donated for the winner. Sometimes the glory of victory is enough, but a little gift is also appreciated.

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We had a fun time this year holding an Oktoberfest cookout and bake sale at a local grocery store. Five girls wore my dirndl dresses. We played authentic German music and did the chicken dance to draw in customers. Since the store donated the food and parents made the baked goods, it was a 100% profit event. Events where you don't put out a lot of money are ideal.

”

*Kathy Schock,
EF Group Leader
Georgia*

Walk-a-thon

This is a fun, easy and healthy fundraiser for your group. The more participants the better, but you could pull this off with as few as 10 people. The collection of pledges will be largely an individual effort, so each participant will earn what he or she is able to raise. The earlier you plan this event, the more time your students will have to collect pledges, so be sure to start early!

Step 1: Meet with your group and determine how many people will participate and when the fundraiser will take place. You should also decide what the “theme” of your walk-a-thon will be. See below for some ideas and variations.

Step 2: Create a one-page pledge form for each participant.

Step 3: Give your group some helpful hints and suggestions for getting pledges. Remind them that they’ll earn as much as the effort they put into it. If they approach local businesses along with individuals, they may be able to secure larger donations.

Other variations:

Go the distance! It is approximately 210 miles from London to Paris. If you get 21 participants and everyone can do 10 miles, you’ll easily cover the distance. Having a travel-related theme will be great for advertising and more exciting for your group.

Step up! Some groups have done a stair climb. You could aim to walk the equivalent number of steps up the Eiffel Tower (there are 710) and collect pledges for every step!

Additional Resources:

<http://www.profitquests.com/IdeasWalkathons.html>

<http://www.fundraiserinsight.org/articles/hostingacharitywalkathon.html>

Step 4: Advertise! If you want to get the community involved, you need to publicize your event. If you decide to turn your walk-a-thon into a big event you could combine it with other fundraisers, such as food sales or raffles.

Step 5: Decide how you’ll attract attention. You may want to carry a banner or wear special T-shirts to designate your group. You can also carry a container to collect donations along the way!

Step 6: Day of – Make sure you have plenty of water and high-energy snacks for your walkers.

Baile! Perhaps a dance-a-thon would be a big hit in your community. This event could be a double winner; your students can collect pledges for the number of songs they’ll dance to, but the event itself could also be public. Invite people for a night out to your discotheque and charge admission at the door.

“

In order to raise funds for our London, Paris & Rome trip, the students figured out the average distance across the English Channel and then calculated how many laps that would be in our local community pool. They then went out and asked for per-lap donations or a flat donation. We ended up swimming 800 laps between our 15 travelers. It was a good way for students to investigate the geography of a country prior to traveling, get some exercise and build pre-trip camaraderie.

”

*Scott Clarke,
EF Group Leader
Wailuku, HI*

“

We were able to turn our walk-a-thon into a learning experience, helping students get to know our city better before we started touring other cities. And since we’ll be doing a lot of walking in Europe, it was good to get some practice for endurance. Through our walk, we earned \$365 and had a great time bonding with each other!

”

*Kristin Nazario,
EF Group Leader
Bronx, NY*

Community clean up

Lend a helping hand while raising money for your travel! Seek out an opportunity to help the community clean up its public spaces.

Some ideas include:

- Park clean up after town celebrations, such as Independence Day fireworks or auto shows
- Cleaning the local minor or major league ball fields, especially if they have a double-header and need a quick turn around.

There are a couple of ways to approach this.

- You can ask the organization to pay you for your time and services and put that toward your trip.
- You can also ask for pledges for hours worked or trash bags collected to supplement your earnings.

Community clean up alternative:

Help out your neighbors by taking their unwanted items off their hands! Do a spring clean up. You can either ask for donations or pick up the leftovers from neighborhood yard sales. If you have access to a storage space, collect any leftover items. Take a few pictures, write a quick description and post them on eBay and Craigslist. One EF group made more than \$7,000 this way!

Other resources:

<http://www.fundraiserhelp.com/earth-friendly-fundraisers.htm>

Parents night out

Every parent deserves a night out! If you have experienced babysitters in your group, consider this alternative take on fundraising. Offer a night or even a full day on the weekend to watch the kids so parents can go out on the town or run errands. This is particularly great when timed around the holidays to allow parents to get their shopping done or enjoy a night out on Valentine's Day! For more information, see our suggestions for group babysitting on page 15.

Additional resources:

<http://kaboomwiki.wiki.zoho.com/Babysitting-Night.html>
<http://www.kidsturncentral.com/topics/issues/babysitting5.htm>
<http://www.money-and-kids.com/fun-babysitting-ideas.html>
http://www.essortment.com/all/babysittercheck_rxct.htm

Holiday help

Holidays can be a great time for fundraising, as the giving spirit is strong and a lot of people are out and about. People can also be stressed out around the holidays, so they will likely pay more for convenience or a small favor. Here are three ways to raise funds while lending a helping hand.

Gift wrapping

Step 1: Approach the local mall or department store to see if they will allow you to set up a wrapping paper station during the holiday shopping rush!

Step 2: Pick up your supplies. Ask for donations and come prepared with plenty so you don't run out!

Additional resources:

<http://www.profitquests.com/ideaschristmasgiftwrap.html>

<http://www.kairosprisonministry.org/clientimages/23761/barnesnoblegiftwrapping.pdf>

Step 3: Be sure to have information about your EF tour so people know what they are contributing toward and have a jar available for additional donations.

Coat check

No one wants to carry a bulky coat through the mall or dash through the parking lot without one during the chilly holiday shopping months. Set up a coat check!

Step 1: Pre-arrange with the mall management company to have a designated area near an entrance set aside for your coat check. Make sure it is secure and well guarded.

Step 2: Ask stores in the mall to donate temporary use of racks to hang the coats on, shelves or baskets for hats and mittens and a secured area for people to leave the bags and packages they have collected mid-shopping trip.

Step 3: Come prepared with coat-check tickets to provide the customers with receipts of their dropped-off items.

Step 4: Be sure to have information about your EF tour so people know what they are contributing toward and have a jar available for additional donations.

Group babysitting

If you have experienced babysitters in your group, consider this alternative take on fundraising. Parents will appreciate a few free hours to take care of their holiday errands!

Step 1: Set a date. You'll want this to be on what is traditionally a big shopping day, such as the Friday after Thanksgiving.

Step 2: Secure a location. If your school won't allow you to use their facilities, try a pre-school on off-peak hours or a church with day-care facilities.

Step 3: Advertise your event. Be sure to set a cap on sign-ups based on the number of babysitters you will have available and the number of kids they can safely handle. Specify the children's ages your students are able to look after as well as the latest time their parents can pick them up. Request sign-ups in advance and on a first-come-first-serve basis.

Step 4: Collect games and toys to keep the kids entertained. Don't forget to set up some cozy spaces in case the kids fall asleep and have appropriate snacks on hand.

Step 5: Charge a suggested rate per hour. As always, be sure to have materials on hand about your EF tour and accept donations.

Scrub-a-dub-dub!

There is good reason why car washes are a standby in the fundraising world, They require little set-up and planning, yet yield great results!

Step 1: Plan the date at least one month ahead of time and get shift commitments from your volunteers. Have as many people working as possible. The more volunteers you have, the more cars you can wash and additional services you can offer. As an added bonus, you'll attract more people if there is a crowd!

Step 2: Choose a location on a main street that is easy to access. If possible, find somewhere that will allow cars the space to line up for your services. Look for donated spaces, such as restaurant, grocery store and gas station parking lots, but be sure they have hose hook-ups and that the hoses will reach far enough.

Step 3: Bring the necessary supplies. Don't be afraid to ask for product donations from stores (offer to place an ad for them at the carwash in return) and community members. This will increase the amount you are able to raise! Here's what you'll need:

- Liquid soap
- Buckets
- Brushes and sponges
- Lots of towels (if you have quick-dry chamois towels these are helpful!)
- Hoses with spray nozzles
- If you are offering additional services (window washing, tire washing, interior detailing, vacuuming), be sure to bring these supplies as well.
- A big bucket or cash box to collect donations
- Signs! Make sure to hit up every direction.

Step 4: Set a price for a minimum donation. Sell tickets ahead of time as well as planning on drive-up business. If selling advance tickets, be sure to have a back-up plan in the event of a rain-out. Will they be reimbursed or will you set another date to do the wash?

Step 5: In the parking lot, designate space for washing and a separate space for drying and detailing. This will move the process along more quickly as the cars can move on down the line. Have volunteers on hand to direct traffic and if possible have two lines going at once!

Step 6: Be safe! When trying to attract customers, make sure the volunteers are holding and waving signs in safe places and facing traffic in both directions.

Step 7: If you have time, increase your turnout by getting your car-wash fundraiser some advance publicity coverage in the local newspaper or by posting roadside signs a day or two ahead of time.

Step 8: Have fun! Make it fun for your volunteers by playing upbeat music and providing drinks and snacks. Don't forget the sunscreen!

Car wash alternative:

If you live in an urban area where public transportation is widely used, consider a pet wash instead of a car wash. If you don't have an outdoor space, washing your pet in your apartment bathtub can be a drag and require a lot of clean up. Here's where you come in! You can provide a great alternative while raising money for your EF adventure! Follow the same steps above with a couple of key differences:

- Be sure your volunteers are comfortable handling unknown dogs
- Have pet shampoo instead of liquid soap
- Borrow a variety of brushes
- If it's a hot day, have shade and plenty of water available to the pooches waiting in line.
- Have some treats on hand to reward the dogs post-bath!

Additional resources:

<http://www.carwashguys.com/fundraisers/LAschools.html>

<http://www.wikihow.com/Organize-a-Charity-Car-Wash>

Dance

A well-attended dance is a great fundraiser with minimal cost. All you need is a space, music and a few decorations. As with all events, be sure to explain what you are trying to accomplish and why you are raising money. Be sure to ask for donations and discounts on concessions and the entertainment.

Step 1: Choose a theme! Themes will create a buzz. It also helps with decoration ideas and the promotion of your event.

Step 2: Choose a location for your dance. If you are unable to use the school gym or cafeteria, ask around. Other good locations are VFW halls or churches.

Step 3: Decorate! Transform an ordinary space into a new experience! Be creative and experiment with different ideas. See below for some ideas.

Step 4: Have refreshments available for a minimal donation.

Step 5: Don't have the budget to hire someone to provide music? Challenge the students to a playlist contest. They create their own playlists (with radio edited versions of songs). Each playlist is introduced and then get voted on at the dance. Or you might consider having a battle of the bands, DJs or freestyle rap battle as your entertainment.

Step 6: DANCE and have a great time!

Dance variations:

Tween dance – Host a dance for the middle school students.

Make it a garden party. If you live in a climate with reliable weather, plan an outdoor event for a change of pace.

Create a theme around a holiday or other event.

For example, around the Olympics, you could have a “Going for the Gold” party and encourage everyone to add a piece of gold flare to their outfit.

Dress-down day

If your school has a dress code, this is a great way to add some variety to everyday life while bringing awareness to the EF tour you are about to embark on! Dress-down day is a designated opportunity for faculty and students to dress down in return for a charitable contribution.

Step 1: Gain approval from the administration to designate one day as a dress-down day. This can be a casual jeans day, hat day or non-uniform day.

Step 2: Advertise and designate a point person to collect sign-ups and contributions. Recommended contributions for students start at \$2 and for faculty start at \$5.

Step 3: Enjoy your casual day!

Talent show

There's a lot of talent in your student population. Give them an opportunity to showcase it!

Step 1: Spread the word! Let people know plenty of time in advance when the show will be and if you will be running auditions when they will take place.

Step 2: Secure a location. A high school auditorium is ideal if you can. Also secure volunteers to be the judges. Be sure to have a variety of judges of different ages and different interests.

Step 3: Hold practices and dress rehearsal. Be sure to assign a stage manager to run the dress rehearsal and be the point person the night of the show.

Step 4: Advertise the show! Get the word out at school and in the community. Consider giving a pair of complimentary tickets to people in the show so they can help spread the word and fill the audience.

Step 5: Sell tickets at the door as well as concessions. Consider something that is irresistible like the smell of popcorn! As always have information about your EF tour available. You will encourage people to contribute more and may even recruit a few more participants!

Other variations

- Battle of the bands
- Artist showcase – Host a gallery opening with art and photography from your students. You can even ask the students to donate their art for sale with the profits going towards your fundraising efforts.

School carnival

If your student population is in need of a fun afternoon, plan a school carnival! Don't let this idea bog you down. It does not have to be elaborate, but it does require some advance planning.

Step 1: Choose a time without competing events. In some cases, it is good to ride the wave of enthusiasm for homecoming or the end of the school year, but there are also a lot of competing activities during that time, so check out the calendar of events first.

Step 2: Get people involved! Survey the students. What activities do they want to do? Have the students rally some of the teachers for participation. Activities such as pie in the face and dunk tanks are big hits when some of the favorite teachers volunteer themselves to participate. For the items you need to rent, such as dunk tanks, make sure you let them know about your trip and ask for a discounted rental fee.

Step 3: Advertise! Word of mouth is huge so create a buzz. Secure your dunk tank volunteers early and get the word out. If held on the weekend or after school, consider opening the event to the public so younger siblings and friends can attend to gain a larger audience.

Step 4: Sign up volunteers. You'll need a crew to man the events. Create a schedule of students and parents to man the activities. Don't forget to schedule in some time for the students to participate and enjoy their hard work as well!

Step 5: Charge a small admission, such as a minimum \$5 suggested donation, to gain entry. This can include a limited number of tickets (three to five per person) to play the games you have planned and allow students to purchase more tickets for a small price (\$1 per ticket is reasonable).

Step 6: You have a captive audience so make the most of it. Combine this event with other fundraisers! Don't forget about concession sales, face painting, raffles and silent auctions. Also, don't be afraid to ask for straight-out additional donations. Bring information about your EF travel plans, show a video and dedicate some students to man a table near the door talking about what this trip means to them.

There could be a fair already in the works for your town. See if you can get a booth for free or for a discounted rate. This would be a great venue to raise money (with a guaranteed crowd) and inform people about your upcoming EF tour!

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The Attucks Travelers held a carnival during the last 90 minutes of the school day. The student body was able to dunk a teacher, roll around in a zorb ball, race on monster trikes, slip a slip n slide, enter a basketball tournament or enjoy pretzels and ice cream. Every single staff and student had a blast. There was so much laughter and excitement, it was a nice way to let loose toward the end of the school year. The profit will definitely help the travelers. We cannot wait to do it again in the spring of 2009.

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*Lauren Diamond,
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