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Bake Sale for No Kid Hungry Checklist

Use this checklist to make sure you've got everything covered for your upcoming bake sale. It's up to you how early you start planning but we suggest 6 weeks from start to finish.

• Getting Started

- Log on at Bake.NoKidHungry.org to customize your [Fundraising Center](#). Update your Team page to recruit friends, family and co-workers to join your bake sale.
- Assign new team members a role: purchasing supplies, baking, asking for donations, looking for a location, setting up, and cleaning up.
- Location, location, location! The key to reaching your bake sale fundraising goal is lots of customers so pick a location that will get you noticed and comes with people ready to spend money. Check out our list of suggested locations in the [Bakers' Resources](#) on our website.
- Save-the-date: Send a quick email to everyone in your address book and post a message on social media to let your friends and family know about your upcoming bake sale. Make sure your team members are doing the same.

• Early Bird Gets the Worm

- Now's the time to decide what kind of bake sale yours will be so you can start planning early.
- Specialty foods like vegan or gluten free are all the rage. Your bake sale could highlight or focus on these recipes.
- Adding a raffle to your bake sale 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 cake auction. Cake auctions are becoming increasingly popular. Ask local bakeries to donate a specialty cake, set up a table for your auction and let the bidding begin.
- Setup a cupcake decorating station to keep kids busy while their parents shop. Ask for a \$2 donation to decorate and the kids get to keep/eat their masterpiece.

• Get The Word Out

- Update your team page with new details and send reminder emails to your friends and family about your bake sale. Email templates are available in your [Fundraising Center](#).
- Promote your bake sale on social networking sites like [Facebook](#) and [Twitter](#).
- Make Posters, flyers and banners to display and hang throughout your community. Get local TV or radio stations to promote your bake sale. Flyer templates and a Media Alert template are available in the [Baker's Resources](#).
- Add your bake sale to the [Bake Sale Map](#) on our website so that people in your area can support your efforts.

• Get Your Ovens Ready

- Think about which items you can make in advance and freeze or store safely.
- Ask local bakeries and supermarkets to donate baked goods for your bake sale. A donation request letter is available in the [Baker's Resources](#).
- Have a wide variety of items. Include cultural and neighborhood specialties as well as healthy and savory options. Find new recipes in our [recipe database](#).



• Tasty Treats Come In Pretty Packages

- Use decorative paper and plastics, ribbon and stickers to package your goods in a fun and tempting way. Bake Sale for No Kid Hungry labels and stickers are available in the [Bakers' Resources](#). Label all your items neatly and include a fun titles or descriptions.
- Include a list of ingredients on the packaging, or have them on hand, so people with allergies are aware of what's in each item.

• How Much Are These Cookies?

- First rule of thumb, never price anything under \$1. And try to keep items priced at \$1, \$2, \$5 or more instead of pricing items at \$1.50. This way you will not need to have as much change on hand.
- Find out what local bakeries and grocery stores are selling the same items for and price accordingly.
- Remind your costumers that by purchasing a tasty treat they are helping to end childhood hunger. Pricing stickers and childhood hunger stickers are available in the [Bakers' Resources](#).

• Ready, Set, Sell

- Give yourself plenty of time to set out all your baked goods and decorate your table. Make sure there is plenty of space for people to see all the items and prices.
- Use tablecloths, decorative platters and baskets to show off your baked goods.
- Put up your official Bake Sale for No Kid Hungry poster and have information on Share Our Strength available so shoppers can learn more about how their donation is helping end childhood hunger in America.
- Make sure to have a donation jar at your table. You'll be pleasantly surprised to see how many people purchase items and then give an additional donation.

• Smile for the Camera – Take Photos!

- A picture preserves a memory and tells a story. So be sure to take lots of pictures of your bake sale.
- Share your bake sale success with us and email your pictures to us at BakeSaleforNoKidHungry@gmail.com.

• Submit Your Bake Sale Funds

- Submit your bake sale funds online through your team page or send a check to: Share Our Strength – Bake Sale for No Kid Hungry, P.O. Box 75203, Baltimore, MD, 21275-5203. 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 bake sale account.

• Thank You...

- Now that you're done, take the time to thank everyone who contributed to your bake sale by donating baked goods, their time or other resources.
- Send an email to all your donors announcing your bake sale total. Include pictures and fun stories from your bake sale. Your donors will enjoying hearing all about your event and your success!
- 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.