

FRIENDSGIVING CHECKLIST

Use this checklist to make sure you've got everything covered for your upcoming Friendsgiving celebration. It's up to you how early you start planning but we suggest 6 weeks from start to finish. Don't hesitate to contact us at friendsgiving@strength.org if you need any additional support.

GET STARTED

- Once you've registered, go to NoKidHungry.org/Friendsgiving to login and customize your Fundraising HQ. Here you can personalize your fundraising page or use our email template tools to invite your friends to support your fundraiser and share on social media.
- Check out our Host Resource Center at NoKidHungry.org/FriendsgivingResources to help you plan your event. We also have a Pinterest page at 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 getting your employer involved. Did you know you can create a Team page?

EARLY BIRD GETS THE WORM

- Now's the time to decide how you'd like to raise funds for No Kid Hungry. We've included our top 5 fundraising ideas on page 8, but we encourage you to get creative! Plus we have some really great incentives for our top fundraisers.

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 HQ.)
- Ask friends who can't join you for Friendsgiving to still give to your fundraiser, promote it on Facebook, Twitter and other social media sites.

GET IN THE KITCHEN (AND START DECORATING)

- Think about items you can make in advance and freeze or store.
- Don't be afraid to make it a potluck event!
- Ask local bakeries and supermarkets to donate food and beverages for your event.
- Check our Resource Center and check Pinterest.com/FriendsgivingForNoKidHungry for ideas on recipes, cocktails, leftovers, décor and more.
- We created some templates, from name tags to No Kid Hungry info sheets for you to share with friends at your event. You can find those on our Host Resource Center at NoKidHungry.org/FriendsgivingResources

AT YOUR EVENT

- Put out your fundraising poster and table tent to encourage additional donations onsite.

SMILE FOR THE CAMERA

- We would love for you to share your pictures and ideas with us. Share them on social media using #Friendsgiving and @NoKidHungry. If you are interested in sharing your story and being featured on our website, please email us at friendsgiving@strength.org.

SUBMIT YOUR FRIENDSGIVING FUNDS

- Encourage your friends to donate online directly to your fundraising page. If you want to collect cash or checks, please use the return envelope enclosed to submit them to Share Our Strength-Friendsgiving for No Kid Hungry, 1030 15th Street NW, Suite 1100W, Washington, DC 20005. 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. Be sure to check out the wonderful fundraising incentives we have for you on page 10!"

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?

- Consider doing a virtual fundraiser by simply sharing your personal fundraising page on social media and emailing your network.

