

CREATE YOUR OWN FUNDRAISER

Let's put the Fun in fundraising. Here are the five easy steps to running a successful CARE fundraiser. Use this page as a check list to make sure you don't forget anything.

Step 1: Plan your fundraising campaign

- Research your fundraising idea
- Make sure there aren't any safety and/or legal issues
- Tell us about your event by emailing events@care.ca
- Plan your budget
- Set a date and location
- Plan how you will promote your event and raise awareness

Step 2: Create your own CARE fundraising page. This will make it easier for you to process gifts and track your progress

- [Create a profile](#) by following the easy steps
- Set a fundraising goal
- Have a list of your friends and family's names and emails ready to upload

Step 3: Spread the word

- Share your CARE fundraising page on social media and don't forget to tag us @CARECanada
- Send emails to let your network know about your event and ask them to share and donate

Step 4: Fundraise

- Assign a volunteer to handle the donations. *Make sure that cheques are made payable to CARE Canada
- Have a few copies of the CARE donation forms to record gifts over \$10 *note that gifts \$10 and over automatically get a tax receipt.
- Spread the news about CARE's work and why you chose to be a CARE ambassador
Example: "I'm joining forces with CARE Canada and raising funds to empower women and girls around the world to fight global poverty."
- Take pictures

Step 5: Closing your event

- Clean up
- Collect funds
- Complete the Fundraising Final Report
- Compile all completed donation forms
- Send all donations and forms to:
CARE Canada
c/o Corporate and Community Engagement
9 Gurdwara Rd, Ottawa, ON K2E 7X6
- Send a thank you to all your volunteers and donors
- Share your event's success on social media and tag @CARECanada