New Jersey

4-H FUNDRAISING WORKSHEET

Congratulations! Your club has decided to hold a fundraiser. Refer to 4-H Club Treasuries information sheet and the Guidelines for 4-H Club Fundraising information sheets for details. Use this worksheet to make sure you follow all important guidelines for holding a fundraiser.

☐ We have thoroughly reviewed the Guidelines for 4-H Club Fundraising information sheet and have contacted our county 4-H office with any questions.
☐ The goal for our fundraiser is to make money to pay for ________________.
☐ The amount of money we would like to raise is $___________________.
☐ The type of fundraiser we are going to have is ________________________.
☐ The date of our fundraiser is ____________________________________.
☐ We have completed the 4-H Club Fundraising Proposal and submitted it to the county 4-H office.
☐ We are working as a team to plan and conduct this fundraiser, with guidance and help from volunteer leaders and parents.
☐ We have done some research to check out local, county, or state laws regarding our fundraiser and have obtained proper licenses or permits.
☐ We understand the importance of safety when fundraising. There will be no door-to-door sales. Sufficient number of adults will be with the members during fundraising.
☐ We have rehearsed any "sales" speech needed for the fundraiser. We know our product.
☐ We plan to promote 4-H as a part of the fundraiser.
☐ We will make sure that all funds raised are accounted for according to procedures outlined in the 4-H Club Treasuries information sheet.
☐ We have a plan to evaluate the results of the fundraiser and make suggestions for improvement next time.
☐ We will HAVE FUN while conducting this fundraiser!