

Worksheet: Create Your Personal Fundraising Plan

1. WHAT? What materials and resources do I need to build my team?

Here are some things that will help you with connecting to and communicating with your network of potential partners. Check off what you think you need and add any to the list that aren't mentioned. Then you can begin to ask God to provide what you need.

- Computer
- Software: what kinds?
- Camera
- Presentation
- Flyer/brochure
- Business card
- Prayer card
- Response card
- Website or blog
- Social network accounts
- Video
- Cell phone
- Calendar/agenda
- Accounting software
- Database
- Car
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2. WHO? Network:

Who are my potential partners, and what role could they have? The categories below can help you remember everyone.

<i>Categories of people in your network</i>	<i>Which role could they take on?</i>
<ul style="list-style-type: none"> ● <i>Friends</i> ● <i>Churches/pastors/Youth Groups/Sunday School & Bible class leaders</i> ● <i>Those who have had spiritual impact in your life</i> ● <i>Those you have impacted spiritually</i> ● <i>Parents of those you have impacted spiritually</i> ● <i>Former employers/colleagues</i> ● <i>Old school friends/teachers</i> ● <i>Former college/university teachers or students</i> ● <i>Other student friends</i> ● <i>Professional people - dentist, doctor , solicitor, bank manager</i> ● <i>Business men and women</i> ● <i>Neighbors/former neighbors</i> ● <i>Youth club/youth organization leaders</i> ● <i>Address book</i> ● <i>Mobile phone list</i> ● <i>Email contact list</i> ● <i>Close family and other relatives</i> ● <i>Adult children of current partners</i> 	<ul style="list-style-type: none"> ● <i>Monthly financial partner</i> ● <i>One-time large financial gift</i> ● <i>Once a year larger gift</i> ● <i>Financial advisor</i> ● <i>Prayer person/intercessor</i> ● <i>Practical help</i> ● <i>Accountability person</i> ● <i>Communication helper</i> ● <i>Design & promotion help</i> ● <i>Home front team member</i> ● <i>Help with database</i> ● <i>Church liaison</i>

POTENTIAL PARTNER LIST: Write down everyone you think could be connected to your mission, their possible role, action required by you (pray about it, call them, add to newsletter or prayer letter list, invite them to partner, etc.), how you will approach them (as personally as possible!), when you will do it, follow-up date, and results. Make as many copies of this page as you need.

NAME	POSSIBLE ROLE	MY ACTION	APPROACH?	WHEN?	FOLLOW-UP	RESULTS

3. HOW? What approach should I use with each person/group?

Identify how you are going to invite people to partner with you & your mission. Review your list of ways of communicating from your Communication Plan Worksheet (repeated below). Decide how you should reach each person, keeping in mind that it is most effective to do it as personally as possible - and the most natural way appropriate for your relationship. Write it on the Potential Partner list.

- *Face to face meeting*
- *Telephone call*
- *Skype*
- *Personal instant message*
- *Personal letter or card*
- *Presentation in person*
- *Brochure*
- *Prayer card*
- *Video*
- *Social media*
- *Other*

4. **WHERE?** Where are your potential partners located geographically?

Think about where your groups of friends/potential partners are located. Did you live in several places, go to school in another place, have a job in another location, etc. You can plan to travel to those places and make appointments with several people ahead of time.

I can identify the following locations where I could meet with potential partners:

- 1)
- 2)
- 3)
- 4)
- 5)
- 6)

5. When? This relates to two things: 1) When will you approach a person to invite partnership? List that on your Potential Partner list. *Follow-up date:* Record when you will get back to people to hear their decision.

2) When will you make time to get/create the materials and resources you listed in question 1?

It's important to think through: how often you want to make a presentation, with how many people per week do you want to set up an appointment to share your vision or invite partnership, when will you make your monthly budget, when will you get the software you need, when will you ask your friend to help you make a presentation/set up a financial plan/create that website, when will I call my pastor to ask if I can give a presentation at church, etc.

Use your choice of calendar to plan it out.

6. Who Else?

Write down possibilities for an Accountability Partner, and for potential Home Front Team members. Add them to your Potential Partner List with those roles identified.

- 1) Accountability partner:
- 2) Moral Support person:
- 3) Logistic Support person:
- 4) Finance Support person:
- 5) Prayer Support person:
- 6) Communication Support person:
- 7) Re-entry Support person: