**ADVISORY 9 SERVICE PROJECT**

**FUNDRAISING CAMPAIGN PLANNING SHEET**

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Group: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**CAMPAIGN: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**DATE RANGE:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Planning To-Do List**

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| --- | --- | --- | --- |
| **WHAT** | **BY WHEN** | **WHO** | **NOTES** |
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**Supplies & Equipment:**

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| --- | --- | --- | --- |
| **Supplies** | **How much/how many?** | **Where from?** | **Cost ?** |
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**Campaign Timeline:**

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| --- | --- | --- | --- |
| **WHEN** | **WHAT** | **WHO** | **NOTES** |
|  |  |  |  |
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**Communication Plan**

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Think of the items above that YOU are responsible for…

* How will you make sure you remember what they are?
* How will you ensure you remember to complete them?

***Do this now while it is fresh in your memory (put a reminder in your phone etc..)***