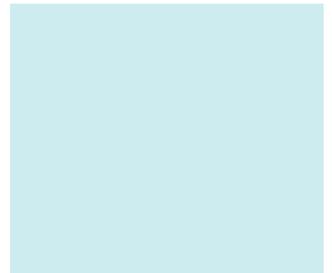


MINNESOTA OVARIAN CANCER ALLIANCE

 **STAR EVENT**



Fundraising Tool Kit

“We want to support MOCA at any opportunity that we can. By hosting a golf tournament, we were able to donate money to MOCA and raise awareness of ovarian cancer in our community.”

Amanda O., Coordinator of Glenwood MOCA Open



Your passion is what drives MOCA

Thank you for your interest in supporting MOCA by hosting a fundraising event. This Fundraising Tool Kit holds the ideas and information you will need to put on a successful fundraising event to benefit MOCA.

Different Types of Events & Parties

■ Office Friendly Events

Many offices encourage their employees to support charitable organizations through the workplace. Does your company offer you that opportunity? Review the event and party ideas section to see if one will work for your company!

■ Home Parties or Events

Interested in hosting an event at your home or through a local establishment such as a restaurant, church, or bowling alley? Our event and party ideas are sure to get you thinking of the possibilities!

■ Team Fundraising Ideas

Participating in the HOM Teal Strides for Ovarian Cancer, Molly Cade Scramble, or another event where you are working with other people or family members to raise money? These ideas are a great place to start when thinking about the types of activities your team can do together!

What type of event do you want to plan?

- 
Potluck Meal
 Organize a potluck meal for your work, friends, or family. Charge between \$5.00 and \$10.00 for an all-you-can-eat, home cooked meal.
- 
Dessert or Cocktail Fundraiser
 Invite company clients to a dessert or cocktail fundraising event. Ask each invitee to fill a table of 10 people. Each guest is treated to a buffet of desserts or appetizers, entertainment and a speaker about MOCA. At the end of the evening, the guests are asked to make a donation in support of MOCA.
- 
Bake Sales
 Bake Sales are always a favorite and easy fundraiser to plan. Ask your co-workers to bake their favorites and have a sale at your office, church or even a "Fun Night" at your home!



- 
Make Change
 Use canisters or create collection jars and place at cash registers, in cafeterias, check out counters, desk tops, door entrances and bank teller windows. See which department can raise the most!
- 
Office Olympics
 Create your own office games to include such contests as most creative voice mail, cleanest office, fastest typing, guess the number of steps from the copy room to the mailroom, etc. Each person donates money to participate in the Olympics.
- 
MOCA Float
 Interested in being in a parade or having the MOCA Float at your city or company's next community event? The MOCA Float is available for your next gathering!
- 
Corporate Fun Night
 This is an event that proves to be very successful. Do something fun outside of the office, such as a night of lawn bowling, contests, and other fun events at a local bar or restaurant.
- 
Dress up, Dress Down, Era Theme Day
 People can dress up in a company approved dress up day. Ideas can run from a blue jeans day to suit & tie day to 50s, 60s, 70s, 80s dress-up day. Employees pay a fee for the opportunity to dress up!
- 
Car Wash
 Great for the early spring and summer months in the company parking lot or at a designated spot.
- 
Voicemail/Email
 Change your out of office message, email signature, or voicemail to direct a donation to your online fundraising site!

BBQ, Bonfire, or Picnic

Hold a housewarming party, BBQ, bonfire, family picnic or other at-home family friendly event to invite your friends and family to attend. Ask them to make a small donation for their attendance or hold a bake sale, potluck dinner or auction off grandma's famous cookie recipe to the top bidder!



Letter or Email Writing Campaign

Use holiday card lists or your Facebook friends to solicit donations from friends and family. You can also set up a free online fundraising page to ask friends and family to donate directly online. They receive a thank you letter and tax receipt in their email!

Home Party

Many people host "Home Parties" for products that they sell (make-up, home decor, candles, spices, etc.). Ask your sales person to donate a portion of the proceeds from your home party to benefit MOCA.

Restaurant or Store Party

Know a business owner of a bowling alley, bar, restaurant, gifts or other store? Ask them to donate a portion of the proceeds from sales for one day, a week, or even a month to benefit MOCA! Or ask them to host a party to raise awareness and dollars for ovarian cancer research!

Racing for a Cure

Do you or someone you know participate in marathons, triatholons, duatholons, bike races, 5K's or other racing events? Encourage them to collect donations for their race!

Community

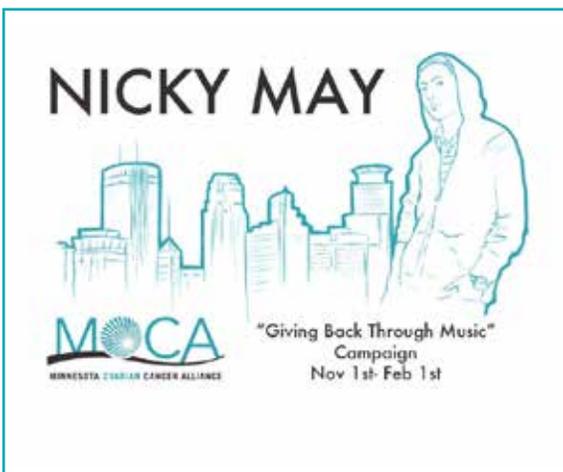
Invite your religious community to hold an event to help raise money for MOCA - a spaghetti dinner, carnival night, ice cream social or car wash.

Garage/Yard/Estate Sales

Clean out your basement and ask your friends and family to contribute their items! Ask your neighbors to host on the same day, all to benefit MOCA!

Go All Out!

Want to go all out for MOCA? Plan a golf tournament, rock concert, soccer tournament, music event, running race or other fun event!



Frequently Asked Questions

Here we try to answer your most frequently asked questions about fundraising, parties, advertising, and anything else we can think of!

What's the process to plan an event? Does MOCA need to know?

Let MOCA know your plans! We encourage you to contact Annie at aoakes@mnovarian.org if you are holding a fundraising event that will benefit MOCA, then we can provide you with MOCA awareness materials, a logo and other items you may need.

Can my company sponsor a MOCA event?

Of course! We love corporate support! Your company may want to support your team or special event. If you raise \$500, will they match it? You won't know until you ask! MOCA also has sponsorship opportunities for our annual events - email Annie at aoakes@mnovarian.org for more info!

How should I advertise my event?

Get the word out in your community - local newspaper, online community calendars, church bulletin, company email/intranet, Facebook, and Twitter. Ask your company and area businesses to hang flyers in their doors, breakrooms, etc.

Where do I turn in my donations?

You may mail or drop off donations to the MOCA office. Please include a note with your contact information and a description of your event so we can contact you if we have any questions. Don't forget to ask your donors if their company offers matching gifts! You can even create an online fundraising page so you can take credit cards!

I don't have a lot of time but I want to help - what can I do?

Consider signing up to participate in one of MOCA's annual events such as the HOM Teal Strides for Ovarian Cancer or the Black, White and Teal Gala. Your attendance is essential in making MOCA events a success!

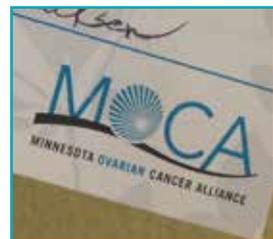
Still have questions or need help with an idea?

If you still have more questions, need help with your online fundraising page, or other ideas, please email Annie at aoakes@mnovarian.org or call MOCA at 612-822-0500. We are here to help you achieve your fundraising goals!

Don't forget to take photos and email them to MOCA!
We love to see the wonderful events of our supporters!

The MOCA Float is available for you to use at your event!

For more more info and availability, email aoakes@mnovarian.org



4604 Chicago Ave
Minneapolis, MN 55407

mnovarian.org

612-822-0500