



# Online Fundraiser Participant Check List

## As easy as A-B-C!

**GOAL:** I will raise **A:** \$\_\_\_\_\_ by this date\_\_\_\_\_.

I think the average donation will be (please circle one):

**B:** \$5    \$10    \$20    \$50    \$100

I think that (please circle one):

**C:** 10% (.10)    25% (.25)    50% (.50)    100% (1)

of people I know will donate.

### Contact calculator:

**A.** \_\_\_\_\_ ÷ **B.** \_\_\_\_\_ ÷ **C.** \_\_\_\_\_

**= I will contact \_\_\_\_\_ people in order to reach my goal.**

## Email Everyone!

Please estimate the number of supporters to email:

- \_\_\_\_\_ 1. Family
- \_\_\_\_\_ 2. Friends
- \_\_\_\_\_ 3. Local business owners
- \_\_\_\_\_ 4. Co-workers
- \_\_\_\_\_ TOTAL

1. Email your supporters.  
*(After your fundraiser, make sure to send a personal e-mail or letter of appreciation to your donors!)*

2. Enter offline donations into your fundraising page.

**Remember you can edit the e-mail that you send to be more customized to your organization. It always helps to give a personal touch to your e-mails.**

- Make it personal. Briefly explain why this cause is so important to you.
- The email should be simple and cause related.
- Be sure to include the link to your fundraising page, and make it stand out.
- Educate your donors on your cause and stress the benefits of contributing.
- Always ask contacts to forward your email to others.
- Ask often and ask big!
- Keep donors updated on your progress.

*"This is the second season that we have used Fast Track for our fundraising needs and we will continue to use it in the future the ease of use coupled with results make it ideal for a small football team like us. Thanks from a future North American Champion Carolina Phoenix Women's Tackle Football Team."*

*Timothy Holmes  
Carolina Phoenix  
Jul 6th 2009*