**SOME MATERIALS THAT MAY BE HELPFUL IN RAISING FUNDS**

990

Agency history

Annual report

Audit

Balance sheet

Board roster

Brochure

Business cards

Client and participant stories

Endorsements

Fact sheet

FAQ’s

Future operating budget

List of key volunteers

Media clippings

Newsletters

Note cards for handwritten correspondence, thank-you acknowledgemengts, etc.

Operating budget

Pocket folder

PowerPoint

Project 1-pagers

Project budgets

Project histories

Recognition opportunities

Staff bios

Return envelope with pledge information on flap

Stationery

Strategic plan

Usage statistics

User profiles and success stories

Video