

West Pasco Quilters' Guild	Biennial Opportunity Quilt	Fundraising Requirements, Guidelines & Suggestions Version dated 12-17-20
<u>WPQG Mission</u>	Provide local charitable organizations with valuable quilts that reflect the high standards promoted by the Guild. 100% of proceeds generated by quilt ticket sales are retained by the charitable organization.	
<u>Responsibilities of Charitable Organization</u> <u>Fundraising Suggestions</u>	<u>Ticket sales during the year prior to the WPQG Biennial Quilt Show</u> ❖ At charitable organization's regular meetings and seasonal events ❖ By organization's individual membership ❖ In person and online	
	<u>Printing tickets</u> Tickets will be provided by the WPQG. Tickets will include information about the drawing taking place at the Bi-Annual WPQG Quilt Show, and the charitable organization to which the proceeds will be awarded.	
	<u>Display the quilt</u> An image is worth 1000 words, and greater funds are raised when people see the quilt and know where the proceeds are going. The quilt itself can draw tremendous attention if the quilt can be safely displayed, taking care to protect it from weather and soiling, and not letting it touch the ground. The quilt can be hung from a special rack or carefully displayed folded on a table. The quilt's image may be used on flyers, posters, postcards, and photos.	
	<u>Selling tickets</u> Anywhere people gather is a potential fund-raising site: ❖ Organizational meetings and seasonal events ❖ Churches ❖ Schools ❖ Community celebrations and Community centers ❖ Malls ❖ Local businesses Tickets will be priced for single or multiple purchase, i.e. 1 for \$1 or 6 for \$5.	
	<u>Get the word out</u> Promote ticket sales through social media & websites, and newspaper/newsletter articles. Print flyers, postcards, posters, etc. and distribute or post them everywhere: churches, offices, stores, malls, businesses, schools, recreation centers, etc.	
	<u>Timing</u> Allow time to organize, prepare for, and follow through with fund-raising activities. It takes time to get the word out to your target audiences, organize how you will generate ticket sales, and make it happen.	
	<u>Fundraisers</u> Take pictures to be shared on social media, newspaper, newsletters, and organizational publications.	
	<u>WPQG Quilt Show Activities</u> Tickets will be sold throughout the 3-day weekend of the WPQG Quilt Show. The charitable organization should plan to have their members present at the ticket table on all three days to promote their organization and to assist with ticket sales. The drawing will be held on the final day in the afternoon.	
	<u>Follow-up</u> Place an article in the organization's publications thanking donors and all who helped raise funds, including a photo of the quilt & winner and amount of money raised.	
<u>WPQG Contact Information</u>	West Pasco Quilters' Guild, Inc. P. O. Box 574, Port Richey, FL 34673 Contact us by email postmaster@westpascoquilters.org	