

# FUNDRAISING CAMPAIGN WORKSHEET

**rebooster**

Plan and track your fundraiser

## Campaign Overview

**Fundraiser Name:**

**Organizing Group:**

**Coordinator(s):**

**Start Date:**

**End Date:**

**Goal:**

**Purpose:**

## Campaign Type & Strategy

**Fundraising Type(s):**

Crowdfunding

Event

Direct Mail

Peer-to-Peer

Other:

Platforms Used:

Social Media

Email Marketing

Fundraising Website

Other:

Planning Checklist

| Task                             | Assigned To | Due Date | Completed |
|----------------------------------|-------------|----------|-----------|
| Set fundraising goal             |             |          |           |
| Create a budget for expenses     |             |          |           |
| Get necessary approvals          |             |          |           |
| Secure venue/supplies/vendors    |             |          |           |
| Design flyers/social media posts |             |          |           |
| Promote the campaign             |             |          |           |
| Track donations/sales            |             |          |           |
| Thank donors/participants        |             |          |           |
| Report results to board          |             |          |           |

# Budget & Income Tracker

## Estimated Costs:

| Item                  | Cost |
|-----------------------|------|
|                       |      |
|                       |      |
|                       |      |
| Total Estimated Costs | \$   |

## Estimated Income:

| Source                 | Expected Amount |
|------------------------|-----------------|
|                        |                 |
|                        |                 |
|                        |                 |
| Total Estimated Income | \$              |

# Wrap-Up & Notes

Did we hit our goal?

☐ Yes ☐ No ☐ Exceeded!

Total Raised: \$\_\_\_\_\_

Total Expenses: \$\_\_\_\_\_

Net Profit: \$\_\_\_\_\_

**Lessons Learned / What Worked Well:**

**What We'd Do Differently Next Time:**

## Acknowledgments

**Key Contributors:**

**Thank-You Methods:**

- Personalized Emails
- Public Recognition
- Small Gifts
- Social Media Shout-Outs
- Other:

## Summary

This worksheet provides a structured approach to planning, executing, and tracking your fundraising campaign. By utilizing each section, you can effectively manage your resources, monitor progress, and ensure a successful fundraising outcome. Good luck!