

OHIO FBLA FUNDRAISING GUIDE





CHAPTER FUNDRAISING GUIDE

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FBLA Partnered Fundraising

Country Meats:

Country Meats provides smoked snack sticks to sell for fundraising. To complete an order, fill out the online order form found below. Order one case of delicious smoked snack sticks (144 snack sticks) and choose from over 12 different flavors. Each case costs \$79.20 and each snack stick costs \$.55. FBLA members can make 45% profit by selling each snack stick at \$1.00, and one case equals \$65 of profit!



Instructions:

1. Fill out online order form (https://www.countrymeats.com/order.aspx?rep=11-18-Email&mc_cid=ace4a2e045&mc_eid=2f255a5bc1)
2. An invoice will be sent to your chapter's bookkeeper or advisor and it must be paid within 30 days
3. Start selling!

DormCo:

DormCo sells college and dorm supplies. This fundraising opportunity allows FBLA members to distribute free DormCo provided gift cards to high school seniors to automatically receive \$100. Post an online link to DormCo.com and receive another \$100 and 10% of all referred sales. The more people that an FBLA member refers to DormCo, the greater the commission.



Instructions:

1. Create a DormCo account (<https://www.dormco.com/login.asp>)
2. Click on the "Partner Up" banner on the front page to finish the process
3. Email FBLA@DormCo.com and a representative will adjust your account from the default commission of 5% to 10% and will discuss the DormCo.com free gift card distribution



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School Spirit Coffee:

School Spirit Coffee provides gourmet coffee and tea that can be sold in personalized packages. Members receive 45-50% profits depending on item sold. School Spirit Coffee also has an online fundraising option, where FBLA chapters can send an email link to family, friends, and students to the online shop (30% commission).



Instructions:

1. Fill out online order form (<https://www.schoolspiritcoffee.com/getstarted.html>)
2. Send personalized package design to debbie@schoolspiritcoffee.com
3. A sales package will be emailed to the school address provided
4. Check out the samples, brochures, product facts, and other helpful items
5. Complete the final order and summary forms provided with the sales package and send them in to School Spirit Coffee
6. Start selling!

Tom-Wat:

Every FBLA chapter can be sure to find an item to sell with Tom-Wat fundraising! From candy bars, popcorn, candles, magazines, and flower bulbs, Tom-Wat has an assortment of products to be sold in their numerous catalogues. If a chapter is not sure where to start, try selling one of the popular sell-out kits. Profits range from 30-50% depending on the total sales. Make sure to check out the promotion page to see the special deals.



Instructions:

1. View the special promotion page for great deals (<https://tomwat.com/special-promotions/>)
2. View the sell-out kit page (<https://tomwat.com/shop/>)
3. Sign up and order products online (<https://tomwat.com/sign-me-up/>)
4. Start Selling!

Check out <https://www.fbla-pbl.org/fbla/programs/fundraising/partners/> for updates!



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Fundraising Activity Ideas

Car Wash: Over summer break organize a car wash. Take donations in order to make a profit and make sure to organize the car wash near a busy area. Make plenty of signs to advertise!

Yard Sale: Collect used or unwanted items from members, school staff, and teachers. Sell the items for a profit. Consignment agreements (the agreement to sell someone else's item for a portion of the profit) can be used to gain more items and interest.

Book Sale: Collect used or old books to sell for a profit. Check in with your local library as they usually have a section of books that are on sale for a low cost. Chapters can buy these low cost books and sell them for a profit.

Coin wars: Each class or first period teacher will have a large jar. Each class competes against each other to try and win earning the most money. Each penny equals one point, but any other coin placed in the jar will act as a loss of the points corresponding to the value of the coin (example: a nickel would mean the jar/class lost 5 points). Students can place money into any jar they want (not just the jar corresponding to their class) and so they can sabotage another class's earnings by adding other coins. The jars should be placed in a visible area and the rankings could be announced on the morning announcements to encourage competition.

Doughnut Sale: During mornings, before first period starts, sell doughnuts to students and staff. Selling doughnuts during exam week will also gain a lot of attention. Coordinate with Krispy Kreme to sell their doughnuts (see this link or more information below: <https://www.krispykreme.com/fundraising/one-day-sale>).

Bake Sale: Members make baked goods and sell them during lunch for a profit.

Candy grams: During any holiday (Halloween, Valentine's day, Thanksgiving, etc), sell candy with cards, which can be made from cardstock, that can be personalized with a message. Distribute the cards to whomever the buyer chooses. Make sure to schedule the selling of candy grams at least a week prior to the distribution day to ensure sales. Simple, cheap candy that can be bought in bulk such as lollipops will help turnover larger profits! Candy grams typically cost \$1-\$1.50 and can be sold during lunchtime to get attention.

Pie an officer: Sell votes for a week and the top 2-3 FBLA officers who have the most votes will be pied in the face with whip cream.

Dunk tank: Create a list of all potential students and teachers who would be willing to get dunked. Sell votes for a week (each can cost one dollar) and the top 10 students and top 10 teachers who have the most votes will be dunked. Any student or teacher can dunk somebody for the cost of one ticket which gives three throws or a student can pay more to walk up and push the button.



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Cookout/potluck: An FBLA chapter can host a cookout/potluck for their community and schools. Members can bring food and community members can attend the event for a low price as well as make donations. This event can be advertised all around the community.

Coupon book: Reach out to local businesses to receive exclusive coupons and combine them in a coupon book. Sell book to students or throughout the community.

Fruit Sales: Sell pre-ordered FL or CA citrus this winter! Visit: <http://www.fundraisingfruit.com/>

Popcorn sale: During lunch sell homemade popcorn to students once or more per week.

Live auction: Auction off time, talent, services, or goods to your community. This event can be combined with a dinner, cookout, talent show, etc. Reach out to local businesses to see if they would like to auction any service or good. If there are not that many auction items from businesses, have FBLA members auction things that they may be skilled at or have access to such as personal artwork, a certain amount of time of yard work, guitar lessons, baked goods, etc. Make sure to also include big ticket items that can be auctioned off at the end. Examples of big ticket items are cooking classes, gift baskets, dinner for two, concert/sporting event tickets, etc. Another key element of the auction is the auctioneer-- make sure it someone who has good energy and understands the audience so to encourage people to bid.

Trivia night: Host a trivia night and charge an admission fee to each team. Or partner up with a restaurant to host trivia night and agree to take a portion of the profits or sell snacks/food. The team that wins can receive a gift card, FBLA merch, coupon book, etc.

Pancake breakfast: Host a pancake breakfast for your school and charge a small admit fee. This is a great way to raise awareness about FBLA but also raise some funds. Invite teachers and students but make sure to advertise in advance like in the morning announcements.

Speaker panel: Invite several speakers from local businesses or any business professional in the field. Host the panel for the community and charge a small admit fee for anyone who would like to come.

Talent show: Organize a school wide talent show and charge for tickets, program ad sales, and concessions. Buy low cost concession food in bulk and sell it for a profit. Create a program of the show and contact local businesses to see if they would like to place an ad.

Movie night: Organize a movie night, charge a small admit fee and sell snacks to boost profits.

Letters to businesses: Reach out to local businesses to ask for donations. Create a template letter and adjust it as needed for each business. Make sure to know your audience and always be courteous. Seek assistance from OH FBLA volunteer staff or officers!



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Door to Door Instructions

Tips:

1. Wear any FBLA gear that you may have
2. Hand out FBLA flyers or brochures (SLC flyer)
3. Create a script or have prepared information
 - a. How to write a great fundraising script (<https://callhub.io/fundraising-cold-call-script/>)
4. Always seek parental permission and pair or go out in groups when canvassing
5. If in groups, divide up where each team will go to maximize houses visited

Example Script:

Hello

My name is _____ and I am a member of Ohio Future Business Leaders of America (FBLA). I am from ___(high school)___ and I represent the local FBLA chapter.

___ wanted to know if you would be interested in learning more about FBLA and supporting our local chapter through a donation (*or purchase of fundraising item*).

[If no]

Would you like a promotional flyer to learn more about FBLA?

—

[If no]

Thank you for your time! ___ hope that in the future you will be interested to learn more about our organization.

—

[If yes, hand them the flyer and follow the script starting on the second side]

[If there is a positive response]

Essentially FBLA is the largest career student business organization in the world. Each year, FBLA helps over 230,000 members prepare for careers in business.

Through donations, FBLA is able to give students many opportunities through networking, service projects, leadership roles, and business conferences.

[offer the promotional FBLA flyer]

Would you like to make a contribution to help FBLA continue to provide opportunities for students?

[If no]

Thank you for your time!



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Fundraising Partnerships with Restaurants

All of these options may be planned in a similar matter. Promoting is essential as the fundraising only lasts one day, and in some cases a few hours. Asking for promotional materials as well as promoting about the event on social media in advance will help create a bigger turnout. Also consider inviting a local entertainer or celebrity to increase attendance.

There are many other restaurant options to fundraise with that are not listed here. Please visit <https://www.groupraise.com/restaurant-fundraisers> to find more restaurants that are willing to partner with your chapter.

Chick Fil A

Organize a spirit night at Chick Fil A and bring FBLA members, families, advisors, and others from your community to dine at Chick Fil A to receive a portion of the profits. The more people that are brought, the larger the donation. Chick Fil A provides promotional materials upon request that can be handed out through school and the community.



Instructions:

1. Visit <https://blog.groupraise.com/chickfila-fundraiser/> for more information
2. Fill out the fundraising application(<https://www.cfathestandard.com/community>)
3. Request a date that is at least *three weeks* from the time you are filling out the form
4. Create a fundraising goal
5. Promote the event
6. Make sure customers present the FBLA partnership flyer when ordering

Chipotle

Organize a fundraiser with Chipotle and FBLA members, families, advisors, and others from your community to dine at Chipotle to receive a 33% of the profits. Chipotle requires at least \$300 in sales (35-40 people) in order to receive a check with profits.



Instructions:

1. Visit <https://community.chipotle.com/fundraisers> for more information
2. Visit the FAQ page
https://marketing.chipotle.com/fundraisers/faq?_ga=2.117178116.323854666.1576247390-880563215.1576071124 for more information
3. Fill out the application (<https://community.chipotle.com/fundraisers>)
4. Request a date that is at least *three weeks* from the time you are filling out the form
5. Create a fundraising goal
6. Promote the event
7. Make sure customers present the FBLA partnership flyer when ordering



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Fundraising Partnerships with Restaurants

Buffalo Wild Wings

Organize a fundraiser with Buffalo Wild Wings to earn a portion (10-20%) of the profits. Not only can people enjoy and dine in at Buffalo Wings, FBLA chapters can also organize a wing eating contest to increase attendance and interest.



Instructions:

1. Fill out the fundraising application <https://ewrf.buffalowildwings.com/>
2. Request a date that is at least *three weeks* from the time you are filling out the form
3. Promote the event
4. Make sure customers present the FBLA partnership flyer when ordering

Boston Market

Organize restaurant night at Boston Market for FBLA members, families, advisors, and others from your community. Chapters can collect 15% of profits and the more customers there are, the larger the profits!



Instructions:

1. Fill the fundraising application <https://www.bostonmarket.com/wp-content/uploads/2018/10/Boston-Market-Fundraising-Form.pdf>
2. Submit the form to the manager of the local Boston Market
3. Work with the manager to set a date for the fundraising day
4. Promote the event through flyers
5. Make sure customers present the FBLA fundraising ticket when ordering

Krispy Kreme Doughnuts

Krispy Kreme Fundraising was created in 1955 to provide a way for qualifying community organizations to raise funds for their worthwhile causes. Last year, Krispy Kreme Fundraising helped organizations raise over \$37 million to support their initiatives. Whether you are fundraising on behalf of your school, religious group, sports team, or charitable organization, Krispy Kreme Fundraising is here to help you **Raise Some DOUGH!**



Instructions:

1. Visit <https://www.krispykreme.com/fundraising/home>
2. Decide between a planned one day/on-site sale of discounted doughnuts OR a pre-order/pre-sell and deliver options.
3. You could buy each dozen for \$5 and sell for \$10 to make as much as \$250 for 50 dozen!



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Fundraising Product Sales

Century Resources Fundraising

Based in Columbus, Ohio, this organization has many catalogues to choose from! They give the opportunity to sell snacks, flowers, bake at home items, cheese and sausage, and more. This organization also has awards available to incentive members to raise more funds.

<https://www.centuryresources.com/>

Instructions:

1. Fill out the online form to receive more information and get in touch with a representative <https://www.centuryresources.com/get-started/>

Malley's Chocolates

Order at least 14 cases (36 bars in each case) of chocolate bars from 5 varieties. If you purchase the minimum 14 cases x 36 bars = \$504.00, you will pay Malley's \$337.68 at pick-up and your profit when the bars are sold will be \$166.32. Each bar sells for one dollar and FBLA members have the opportunity to make 33% profit. Each case can go to one person to start, and if the bars are reordered within a month, the discount will increase to 43% profit.

Order/Sell 14 to 25 cases = 33% discount (profit)

Order/Sell 26 to 199 cases= 43% discount (profit)

At 200 cases or more= 50% discount (profit)

Instructions:

1. Visit <https://malleys.com/fundraise/candy-bars/> for more information
2. Email fundraisingmalleys.com or call 216-226-8300 to learn more and place an order

Custom Ink t-shirts

Design FBLA t-shirts or other apparel. Set up a fundraising page on custom ink and share it with your school and community. People will be able to see the available t-shirts and shop six different designs. Prices are controlled by whomever started the fundraiser and created the page, but Custom Ink does offer guidance in terms of prices. To complete the fundraiser, the order costs must have been covered by the sale costs and the print minimum must have been met.

Instructions:

1. Visit <https://www.customink.com/fundraising/how-it-works> for more information
2. Design your apparel
3. Promote the apparel
4. Sell the apparel!



SAMPLE DONATION/SPONSORSHIP LETTER

(Insert date)

Dear (insert name of business contact):

Future Business Leaders of America-Phi Beta Lambda, Inc. (FBLA-PBL) is the oldest and largest national organization for students preparing for careers in business. FBLA-PBL prepares students for real world professional experiences. Members gain the competitive edge for college and career successes. More than a quarter of a million students participate in this dynamic leadership organization.

FBLA-PBL provides students with:

- Leadership development
- Travel opportunities
- Community service experience
- Scholarships and prizes
- Conferences and competitions
- Friendship and fun
- Networking opportunities

The big event of the year is the National Leadership Conference, which is held in (insert site of conference) this summer. At the national conference, members have the opportunity to attend workshops, meet members across the nation, and compete for awards and recognition in more than 55 different event categories including website design, video production, marketing, business plan, public speaking, job interview, and many more!

(Insert number spelled out) students at (insert school) have earned the privilege of competing at this year's National Leadership Conference. In order for them to attend this year's conference; however, they need your support.

FBLA chapter members would like to schedule a time to meet with you to discuss this opportunity and how your business can help. Members of our chapter will be contacting you by phone within the next few days.

We look forward to meeting you and sincerely hope your business will help our members as they work towards achieving their goal of becoming the business leaders of the future.

Sincerely,

Jane Doe
(Insert school) FBLA President



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Individual Student Sponsorship Letter or Email Example

Instructions: Be sure to copy to a new document and add either your school's logo or an FBLA logo. Edit the document to be your own and be sure to delete the <<>> after you input the correct information. It is suggested that you also include a flyer about SLC included in this packet along with the letter to hand out, mail or attach to email.

Dear << >>

This February, I hope to attend the Ohio Future Business Leaders of America State Leadership Conference in Columbus, OH with my local school chapter. I am very excited about this opportunity! This conference will offer leadership development workshops, networking opportunities with other student leaders and professionals, service activities and the opportunity to compete in one of over 60 individual and team competitions related to my academic studies. This two day conference will allow me to practice professional communication and presentation skills and may also lead to a top award in my competition category. The top four students to place in each competition will have the chance to compete nationally in St. Lake City at the National Leadership Conference next summer..

I am working hard to raise funds for this trip and will be helping to pay for a portion of the trip myself. As you know, I am still a student and any assistance in raising funds would be greatly appreciated. Therefore, I am looking for donors, such as you, to sponsor a portion of my experience.

My goal is to raise <<\$215.00>> before <<January 15th>>. I greatly appreciate any donation you are willing to contribute, and supporters like you are the reason this trip is possible. A direct gift of any amount can be made by check payable to << >> or by....

I really appreciate your assistance and thank you in advance for your support. Please find more information about OH FBLA in the attached flyer. I can't wait to share my experiences with you after the leadership conference!

Sincerely,

<< >>



Student State Leadership Conference Sponsorship Form

Mission of FBLA:

To bring business and education together in a positive working relationship through innovative leadership and career development programs. Develop competent, aggressive business leadership.

Your donation will help support my attendance at the Ohio State Leadership Conference and go toward my conference registration fee which will allow me to enjoy the following benefits: leadership development workshops, keynote speech, competitive event (s) testing/entry, three meals, lodging, networking social, community service activity, conference t-shirt and more!

The total estimated cost for conference registration is \$200. (rates vary slightly based on registration date & one or two overnight stays) Any support you can provide would be greatly appreciated!

Student Name:

Chapter/School:

Please check the amount you wish to contribute:

\$100: \$75: \$50: \$25: \$10: Other:

If Other, please indicate amount contributed:

Type of Contribution:

Check: Cash: Other:

Please make checks payable to:

Other Payment Instructions/Notes:

Sponsor/Contributor Information:

Name:

Email:

Phone:

Thank you for your contribution to my State Leadership Conference experience!

OHIO FUTURE BUSINESS LEADERS OF AMERICA STATE LEADERSHIP CONFERENCE

TENTATIVE AGENDA

WEDNESDAY, FEBRUARY 22, 2023

04:00 PM – 10:00 PM	EARLY REGISTRATION	CAPITAL ROOM
08:00 PM – 10:00 PM	EARLY ARRIVERS ACTIVITY (OPTIONAL)	SALON
MIDNIGHT	CURFEW	

THURSDAY, FEBRUARY 23, 2023

08:00 AM – 09:30 AM	REGISTRATION	CAPITAL ROOM
08:00 AM – 09:30 AM	ADVISER WELCOME	BUCKEYE ROOM
09:30 AM – 10:00 AM	BUSINESS SESSION I	GRAND BALLROOM
10:00 AM – 04:00 PM	COLLEGE FAIR/EXHIBITS OPEN	HOTEL PREFUNCTION SPACE
10:00 AM – 10:50 AM	LEADERSHIP BREAKOUT SESSION 1	OHIO ROOM/BALLROOM 3
10:30 AM	COMPETITIVE EVENT CHECKIN OPENS	BALLROOM 1
11:00 AM – 11:50 AM	LEADERSHIP BREAKOUT SESSION 2	OHIO ROOM/BALLROOM 3
12:00 PM	LUNCH (PICK UP)	CAPITAL ROOM
01:00 PM – 01:50 PM	LEADERSHIP BREAKOUT SESSION 3	OHIO ROOM/BALLROOM 3
02:00 PM – 02:50 PM	LEADERSHIP BREAKOUT SESSION 4	OHIO ROOM/BALLROOM 3
02:30 PM – 04:30 PM	OPEN TESTING (OBJECTIVE EVENTS)	HOTEL RESTAURANT
03:00 PM – 03:50 PM	LEADERSHIP BREAKOUT SESSION 5	OHIO ROOM/BALLROOM 3
04:00 PM – 04:50 PM	ADVISER FORUM	OHIO ROOM
04:00 PM – 04:50 PM	CHAPTER OFFICERS MEETING	BALLROOM 3
05:00 PM – 05:50 PM	KEY PLAYERS MEETING	OHIO ROOM
05:00 PM – 06:15 PM	NETWORKING RECEPTION	COLUMBUS ROOM
06:30 PM – 09:00 PM	BUSINESS SESSION II/DINNER	GRAND BALLROOM
09:00 PM – 11:30 PM	CONFERENCE SOCIAL ACTIVITY	GRAND PAVILION

FRIDAY, FEBRUARY 24, 2023

07:00 AM – 08:30 AM	CHAPTER PHOTOS	GRAND BALLROOM
07:30 AM – 08:00 AM	VOTING SESSION	OHIO ROOM
09:00 AM – 01:00 PM	AWARDS BANQUET	GRAND BALLROOM

OHIO FBLA-PBL STATE LEADERSHIP CONFERENCE

COLUMBUS, OH | CROWNE PLAZA COLUMBUS NORTH

FEBRUARY 23-24, 2023