



WAYS & MEANS



Sue Spencer

WAYS & MEANS

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BASICS “B’s” FOR EVERY FUNDRAISER

1. For the Money!

Be practical. Set a fund-raising goal that your group can achieve.

Be careful. Don't ask the public to contribute toward something that benefits only your members.

Be informed. Make sure members know what cause you are raising funds for, and how the money will be used.

Be enthusiastic. It will help attract workers and contributions.

2. For the Show!

Be realistic. Choose a project your "public" will enjoy.

Be wise. Clear the proposed project with the club membership.

Be alert. Avoid possible conflicts with a competing event.

Beware! Check for possible local, state, federal or union regulations.

3. To Make Ready!

Be sensible. Choose responsible committee chair people.

Be organized. Develop a plan, a calendar and check lists.

Be brave. Ask anybody you can think of to contribute.

Be business-like. Price your product, service or entertainment sensibly.

Be professional. Publicize and advertise your event. Use every promotional tool at your disposal.

4. To Go!

Be prepared. Double-check every detail. Provide for emergencies.

Be neat. Clean up - never leave a mess.

Be appreciative. Send prompt thank you notes to helpers and donors.

Be a record keeper. Ask committee chair people to submit brief summaries. Add your own comments. Include a complete copy of the Treasurer's report on cost and profits. These records are invaluable for future use.

The above was taken from the Ways & Means Handbook - The Sperry & Hutchinson Company.

GENERAL "FUN" RAISING IDEAS

1. **ENTERTAINMENT** - Films, music (pop concert, folk singing, soloists), shows (musical comedies, follies, talent night, puppet, etc.), speakers (entertainers, authors, educators), dance (ballet, folk), demonstrations (cooking, craft, arts), reading (story hours, plays, poetry.)
2. **RECREATION & SPORTS** - Exhibition games, invitational tournaments, matches, clinics, lesson series, horse show.
3. **PARTIES** - Card games, scrabble, dances (dinner dance, square dance, folk dance, record hop), outings (bus tours, race track, river boat), miscellaneous (beach party, scavenger hunt, hayrides)
4. **BAZAAR IDEAS** - Serve snacks, drinks, meals, sell party supplies, candles, toys, accessories, etc.; entertain with games, puppets, musicians, etc.
5. **IDEAS FOR FAIRS & FESTIVALS** - Amusements, fortune tellers, movies (classics, comedies), pet shows, children's make up and photographer, booths (handicrafts, books, record, country store).
6. **TOURS** - Houses, remodeling, rooms, collections, seasonal, decorations, table settings (parties, holidays, wedding, patio, garden).
7. **FASHION SHOWS** - Themes (back to college, spectator sports, vacation time, art, book titles, history, international, new colors or fabrics.)
8. **MEALS FOR A CROWD** - Plan a picnic, open house, barbecue, tea, coffee, reception, etc. Theme it history, antiques, current events, games, celebrations, holidays, music, etc. Feature meals at bazaars, fairs, fashion shows, card parties, Election Day, holidays, town celebrations, homecomings, etc.

Ways & Means Department Fundraisers

<u>Club Name</u>	<u>Project Title</u>
Beacon Falls Junior Woman's Club	Lunch with the Bunny Stanley Products Fundraiser Spring & Fall Conference Raffle Craft & Goodie Auction Yankee Candle Fundraiser Breakfast With Santa Ravioli's Fundraiser
Bethlehem Junior Women's Club	Swing into spring dance
The Junior Women's Club of Bristol	Little league try-out Bake sale Soda Sale S.N.E.T. community connection United Way Designation
Cheshire Junior Women's Club	Annual Arts & Crafts Festival
Cromwell Junior Women's Club	Wine Tasting River Port Festival Jewelry & Tattoo Booth
Durham Woman's Club	Durham Fair A Spring Tea and Fashion Show
Ellington Junior Women's Club	Refreshments at Arbor Park Fair on the Green Gift Wrapping at the Mall Photos with Santa S.N.E.T. Community Connections Tag Sale Thanksgiving Pie & Recipe Jar Sale Bulb Sale
Enfield Junior Women's Club	Angel Raffle Basket Cornstalks Sale Party Expo Poinsettia Sale Fashion Show

Ways & Means Department

Fundraisers

Farmington Junior Women's Club	International Wine Tasting & Silent Auction Candy Cane Boutique Make it, Bake it, Grow it, Sew it, Heck just buy it Auction
Hebron Women's Club	Bunny Breakfast Hebron Historical Mug Series The Best Little Golf Tournament in Tolland County Poinsettia Sale
Junior Women's Club Of Litchfield	Touch A Truck Gallery on the Green Holiday Bake Sale A Night of Giving
Lyme/Old Lyme Junior Women's Club	Expressions Art Sale & Benefit Sale
Middlebury Junior Woman's Club	Scholarship Dance Clifford Basket Carats for Cure Middlebury Quassy Night Family Movie Night Art Auction Brass Mill Shopping Night Lug a Mug
Junior Woman's Club of Milford	Internet Scripts Munson's Chocolates Raffle Baskets at Country Barn Dance Country Barn Dance 50/50 Raffle at Oyster Festival Yankee Candles Newspaper Supplement Raffle Baskets Fall Conference
Monroe Women's Club	Current Catalog Spring Fundraiser Current Catalog Fundraiser Country Treasures Craft Show Country Treasures Luncheon Luminaries Santa's Village United Way Contributions

Ways & Means Department

Fundraisers

Newtown Junior Women's Club	Spring Bulb Sale Scholastic Book Fair DSMTW-Food Sales Craft Sale Bluefish Game Fall Mum sale Bubblemania/My Place
Oxford Women's Club	Cookie Dough Supper with Santa
Women's Club of Portland	Poinsettias Sale
River Valley Junior Women's Club	A Day Out with Thomas the Tank Engine CT River Eagle Festival
Junior Woman's Club of Rocky Hill	Annual Arts & Crafts Fair Tag Sale Wooden Toy Night Munson Candy Sale Tupperware Sale Entertainment Books Cookbook Sales Concert in the Park Car Wash Poinsettia Sale
Simsbury Junior Woman's Club	Circus Smirkus Parking Annual Market & Crafts Fair Making Memories Spring Marketplace Gala Art Auction & Wine Tasting United Way Donations Walmart Lends a Hand
Tolland Junior Women	April in Paris Western dance for 5 th graders Holiday Bazaar & Craft Fair
Trumbull Junior Woman's Club	Viva Monte Carlo—Casino Night

Ways & Means Department

Fundraisers

Vernon Junior Women's Club	July in the Sky Obtain Corporate Sponsorship Buckland Hills "Night of Giving" Fundraiser Day in the park
Wallingford Junior Woman's Club	Wallingfordopoly (based on the game of Monopoly®)
Junior Woman's Club of Watertown	Mother's Day Flower Sale Bakeless Bake Sale Thanksgiving Pie Sale Night at the Mall—Shopping Passes Lunch with Santa
Wethersfield Junior Women's Club	Arts & Crafts Festival Wine Tasting Event Art Auction Corn Fest
Junior Women's Club of Wolcott	Candy Sales Middle School Dance Tag Sale Pound Auction Little Miss & Mr. Wolcott Contest Friends & Neighbors Night Grants & Donations

Contact CJW Ways & Means Chair for additional ideas.

WAYS & MEANS PROJECTS **REPORTING GUIDELINES**

All Clubs will follow the CJW Report Writing Guidelines when reporting for Ways & Means. You use the same title page, project report sheet and summary sheet.

There will be five Ways & Means categories. They are:

1. Club raising the most money during the club year.
2. The single project that raises the most money.
3. The project with the highest percentage of club involvement.
4. The project that proved to impact the community the most.
5. The most creative project.

All of these categories are self-explanatory. There is no limit to the number of report sheets that are submitted. Try to report every Ways & Mean's project!

We know all the hard work that goes into your Ways & Means projects. The Ways & Means reports are a great tool for all to use.

If your club has any questions or comments, please contact the CJW Ways & Means Chair.

WAYS AND MEANS CHAIR JOB DESCRIPTION

GOAL: To provide CJW logo items and fundraising ideas for the clubs.

Job Responsibilities

1. To research new CJW logo items to sell.
2. To maintain an appropriate amount of stock.
3. To keep the Executive Committee and Board informed of proposed purchases of new items or high valued restocked items.
4. To provide clubs with information on available items and fill orders.
5. To set up sale items at all conferences and CJW Executive Board meetings.
6. To share fundraising ideas and projects with clubs.
7. Submit monthly newsletter articles for the CJW Junior Bulletin.
8. Prepare a handout for Fall & Spring Conference, CJW September Board meeting & CJW March Board meeting.
9. Organize a workshop for the September Board meeting.
10. Refer to **General Information Section 10-H & I** for other responsibilities of CJW Board of Director members.