

FUNDRAISING FOR THE ORANGE COUNTY *Rape Crisis Center*

A Center Supporter is someone dedicated to **spreading awareness** about sexual violence and **committed to fundraising** for the Orange County Rape Crisis Center. More than a third of the Center's funding comes from supporters like you!

We need your help!

- To **provide crisis services** to survivors 24 hours a day, every day of the year.
- To **provide support groups and therapy** to survivors.
- To **educate the community** about raising awareness about sexual violence and teaching prevention skills.
- And more!

About the Orange County Rape Crisis Center

The Center is a nonprofit agency that has served our community for over 40 years. We work to stop sexual violence and its impact through support, education, and advocacy.

We serve about 650 clients per year, seeing each person about 5 times on average. This has been a large increase from recent years, when we were seeing about 400 clients per year. Additionally, we reach about 17,500 youth and adults with our education programs. These programs teach people how to respond to violence, and more importantly, how to prevent violence. We rely on support from volunteers and donors to make this work happen!

To learn more about the Center, our services, and how to get involved, please visit ocrcc.org or call 919-968-4647.

Interested in partnering with us? Take the next step!

Contact Development & Communications Director Stephen Raburn to learn how to get involved!
Stephen@ocrcc.org | 919-968-4647

EVENT IDEAS

Do something good for yourself!

- Participate in a 5K, marathon, bike, or other **race**. Ask friends, family, and colleagues to sponsor you.

Host an event others will remember for years to come!

- Host a **giving party** – a house or holiday party where you ask for donations in exchange for food and entertainment. Make it fancy by booking a local chef or caterer, or keep it simple by preparing the meal on your own.
- Host a **cornhole tournament** or other sports tournament for the Center with your fraternity, sorority, or other organization.
- Host a **benefit concert** for the Center. Coordinate with local bands and venues to get the space and entertainment donated.
- Host a **Battle of the Bands** and donate proceeds to the Center.
- Host a **Murder Mystery Party** – Have guests assume the roles of characters in the plot, and at the end of the night, the killer will be revealed! The games at DinnerandaMurder.com last about three hours and have fun themes. Charge a suggested donation to play or allow guests to place bids on their guesses for whodunit.
- Host the **Great Bake-Off** where each guest brings a baked good, and guests “vote” for their favorite item with money. The person whose item earns the most votes/money splits the prize money with the Center. This could be a fun themed event: cookies for a Valentine’s Day party, pies for a Fall Festival, chili for the Super Bowl, etc.
- Host a **Bunco Party** – This fun and easy game requires an even number of guests, dice, and scorecards, which you can find at Bunco.com. Charge a fee to enter the game, and the winner splits the prize money with the Center.
- Host the **Big Game!** In addition to asking for a suggested donation, any bets collected can be donated to the Center, with winners receiving bragging rights and/or prizes instead. This would be an excellent fundraiser for any sporting event, like the Super Bowl, the NCAA tournament, the UNC vs. Duke game, or anything else that draws a crowd.

Express yourself!

- Plan a **poetry reading** at a local venue and ask others to come out and share as well. Ask for open donations before and after your reading.
- Host an **art show** and sell artwork or handmade crafts. Donate proceeds to the Center.
- Start a **blog** and ask people to sponsor you.
- Host a **talent show** and donate ticket proceeds to the Center.

Branch out into the community!

- Have a **yard sale**. Get a bunch of friends together and pool your resources to have one giant sale, with proceeds benefiting the Center.
- Hold a **car wash**.
- Hold a **bake sale** at a local church, park, or school.

Connect with others!

- Solicit online contributions by sending out an **e-mail** to all your personal and professional contacts. Express your support for the Center, and explain why others should contribute to the cause.

Get Creative!

- Organize a **Brown Bag Day** at your office or school. Donate the money you would have spent on going out for lunch.
- Host a **Bingo** Fundraiser!
- Instead of **holiday and birthday gifts**, ask family and friends to donate to the Center in your honor.
- Use your imagination! Anything that sounds fun and creative is bound to draw a crowd. Cater to your audience and **have fun!**

Join in on the Center's fundraisers!

- Visit our **Events** page at ocrcc.org/events for updates on upcoming events. Join us for fun events like the Annual Holiday Auction, Punk Cuts, and more.

Not comfortable raising funds?

- **Host a Snack Drive!**

Help the Orange County Rape Crisis Center provide small healthy snacks for our volunteer training and support groups! Did you know that most grants won't cover the cost of foods and drinks? You can help make our space more welcoming to those we serve by donating K-cups, teas, individual bags of chips, fruit snacks, pretzels, granola bars, and crackers. Healthy options like apple sauces or dried fruits and nuts are appreciated too, since we have a variety of survivors with different dietary needs!

EVENT PLANNING TIPS

Follow these easy steps for a fun and successful event.

Step 1: Form a Committee

Good news! You don't have to do it alone! Some of the most successful events include a group of people who represent a wide range of ideas and expertise. Reach out to friends, family, and community members that might be interested in supporting the Center.

Once you have formed a planning group, call a meeting. Create an event-planning checklist, assign roles, and delegate responsibilities. Meet up periodically as the day of the event approaches.

Step 2: Choose a Location

Keep it simple! Fancy and elaborate does not necessarily ensure success. The easiest place to have your event might be the most suitable place. Consider these often-overlooked event locales:

- Your home or a friend's home
- A local community center or church
- A coffee shop, bowling alley, or club
- Any place that is fun, convenient, and free!

Things to keep in mind when choosing a location: the nature of your event, the ages of your guests, the interests of your guests, and your budget.

Step 3: Pick a Date

Choose a date that works for you, your chosen location, and the majority of the people you are planning to invite. Be aware of holidays, long weekends, and other large events that might already be scheduled for that day.

Step 4: Invite your Guests

This is your opportunity to be truly creative! The invitation design is all your own, from an e-vite to a hand-crafted invitation. Be sure to include all the necessary information your guests will need, including:

- Date, Time, and Location
- Description of event, theme, and activities
- Cost (if applicable)
- Brief summary of the Orange County Rape Crisis Center and language indicating that your event is to benefit the Center
- RSVP deadline (if applicable)
- Contact information

Ask members of your planning group to devise a list of invitees. Invite at least twice as many people as you want to attend. Many people will not be able to make it.

Not sure who to invite? Here are a few ideas of where to start:

- Friends
- Family
- School
- Work
- Neighbors
- Church
- Sports Teams
- Professional Contacts (your dentist, owner of your favorite restaurant, your financial advisor, etc.)

Step 5: Generating Donations and Dollars

In thinking about the best way to raise money at your event, be sure to consider the people that you are inviting as well as the type of event you are having. A couple of things to consider: Would most of your guests be able to make a contribution at the door? Are you providing food or an activity that has a cash value (bowling, etc.)?

Provide several opportunities for people to give:

- Have a cover charge or suggested donation to get in the door for the event.
- Get food (or something else) donated. Charge guests full price and donate the proceeds.
- Raffle items or prizes.
- Personally ask others to donate.
- Pass a collection basket or donation form during the event.
- Host a silent auction.
- Use your imagination!

Step 6: Final Event Check List

Meet with your planning group to make sure that all tasks have been completed. Send an event reminder to all potential attendees.

Step 7: Post-Event Tasks

Congratulations! Your event was a tremendous success, but there are a few things that still need to be completed. Send thank you notes to your planning group, attendees, venue, and anyone else who helped out. Accurately organize donations for the Center as soon after your event as possible (preferably within one week). Please do not send cash through the mail. Instead, write a check or send a money order to: OCRCC, PO Box 4722, Chapel Hill, NC 27515. Also, send a complete list of all donors and their contact information so the Center can send thanks for their contribution.

FREQUENTLY ASKED QUESTIONS

I have never hosted or planned a fundraising event before. Can I still be effective?

Raising money does not have to be difficult, but it can feel intimidating. Just keep it simple. Invite people who care about you and the fight against sexual violence – you will be amazed how easy it can be! Review our Event Planning Tips (p. 4) for more on making your event a success.

Do I have to host an event, or can I just make a donation to the Center?

You *do not* have to host an event, although it is an excellent way to raise awareness about sexual violence, in addition to introducing others to the Center and the importance of supporting our organization. However, if you would prefer to make a donation directly to the Center, please visit ocrcc.org/donate or send a check to OCRCC, P.O. Box 4722, Chapel Hill, NC 27515.

Will the Center help me organize my event?

Organizers are generally responsible for planning and organizing their own event. However, please review our event ideas and planning tips, and feel free to contact us at if you have any further questions. We can also provide informational materials about Center.

Will the Center help me cover the expenses for my event?

Because we are a nonprofit organization, we are unable to provide financial assistance for any event. This allows us to allocate as much money as possible to the services we provide.

I have decided to host an event. What is the first step?

Contact the Center! We have materials and resources that can assist you in hosting a successful fundraising event. Remember that you do not have to host an event single-handedly – ask friends and family to help brainstorm ideas and get started!

Can I use your name and logo?

If you would like to use our name and logo on any publication – print or electronic – stating that you are hosting an event on behalf of the Center, you must first contact the Center so we can review your event. Please contact Stephen Raburn at Stephen@ocrcc.org.

Will you advertise my event on your website?

If you are hosting an event that is open to the public, please contact Stephen Raburn at stephen@ocrcc.org to see how we can help advertise your event.

Can contributors write a check to me and then I will write a big check to the Center?

It is more appropriate for each individual donor to write his or her own check to the Orange County Rape Crisis Center. This allows each contributor to receive a tax deduction and removes any potential skepticism regarding the legitimacy of your fundraiser.

Can people donate with cash, check, or credit card?

Yes, all are possible.

Cash: Please provide us with contact info (name, address, email, and phone) for people who pay with cash so we can thank them and send a tax donation receipt. ***Never send cash through the mail.*** You can bring cash to our office during business hours or convert it into a money order.

Check: You can mail a check to us or bring it in person during business hours. Please note that we are required to provide a tax donation receipt to whoever writes the check. For example, if you collect cash and then send us a personal check for the total, only you will get a tax donation receipt. If your guests want their own tax deduction receipt, we must have separate payment.

Credit Card: We accept all major credit cards at occcc.org/donate.

Are gifts to the Center tax deductible?

Yes. The Orange County Rape Crisis Center is a 501(c)3 organization and all donations are tax deductible to the fullest extent of the law. Please note that we are required to provide a tax donation receipt to whoever writes the check.

Will the Center send thank you letters to my guests?

Yes. The Center will send thank you letters and tax donation receipts (if applicable) to everyone who makes a donation. Therefore, please remember to provide us with all the necessary contact information (name, address, email, and phone) for those who donate.

Will my event be covered under the Center's insurance?

No. The Center cannot assume liability for any damages, injuries, or any other mishaps that may result from your event.

Who can I contact if I have any further questions?

Please contact Development & Communications Director Stephen Raburn at Stephen@occcc.org or 919-968-4647.