

Columbus HOPE Workshop

August 21, 2021

9:00	Call to Order:	President
	Opening Prayer	State Deputy
	Pledge of Allegiance	District Master
9:10	Purpose of CHF / History:	President
9:15	Introduce Foundation Officers and Board of Directors.	President
<p>Secretary, (Anthony Panek), Treasurer, (David Tibbs), Drive Chairman (Thomas DeMars), Publicity Chairman, (Joseph Balotti), Deanery Members: Charleston Region (James Martin), Myrtle Beach Region (Gilbert Cushing), Greenville Region (Larry Patten) Rock Hill Region (TBD), Columbia Region (Roosevelt Cummings), Aiken Region (Charles Goergen), and Beaufort Region, (Denny Mahoney)</p>		
9:20	Recommend Dispense reading of minutes	President
9:30	Presidents Report	President
9:40	Treasurers Report	David Tibbs
9:50 - 10:50	Work Shop	Thomas DeMars
10:50	Turn in Procedures	Anthony Panek
11:00	Publicity	Joseph Balotti
11:10	Old Business:	President
11:20	New Business:	President
11:30	Question/Comments/Feedback	All Present
11:40	Closing Prayer	State Deputy



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Fundraising Agenda

- Columbus HOPE Ignite Briefing - 5 min
- Fundraising Fundamentals – 5 min
- Resources
 - Handbook – 10 min
 - Website to include the Fundraising Resource Page – 5 min
- Open Discussion – Success Secrets, Challenges , Strategies and Actions
 - Chris Pate – Council 7129 Greenwood
 - John Davis – Council 8295 Anderson
 - Joe Balotti – Council 5194 Myrtle Beach
 - Alan Chambers - Council 6726 Hanahan – Goose Creek
 - Jerry Schmid - Council 6684 Seneca
 - Ken Rysavy – Council 15960 Newberry (small Council)
- COVID-19 Best Practices Fundraising Discussion Summary

Fundraising Fundamental

The Knowledge:

- Know what the Columbus HOPE Foundation does and where the money you raise will go.

Enthusiasm and persistence:

- Your enthusiasm will encourage people to support you. Sell the idea! Both internal to your organization and to your community.
- There will be plenty of “Nos”. Be prepared for this and don’t let it dampen your enthusiasm.

Confidence:

- You must be confident and direct. People need to see that you believe in what you are doing. ***Remember if you don’t ask you don’t get.***

Organization:

- Draw up a plan of attack - see our Fundraising Strategic and Planning section in this Handbook. Give yourself plenty of time and set yourself achievable targets.

Fundraising Fundamental (continued)

Contacts and networking:

- List everyone you know and how they might help you. You will be surprised how this can help.
- Don't forget to include past donors, sponsors and volunteers
- Nurture, nurture, and then nurture some more

Imagination:

- The more unusual and attractive your fundraising ideas are; the more people will support them. Not everyone will donate money, perhaps they could donate a prize for a raffle or something for sale on eBay or at a rummage or other sale.

Columbus HOPE Foundation Fundraising Handbook



“Helping Other People Everyday”

Revised Award Goals

- 50% of 2022 Goals

TBD

Council – Foundation Allocation

- 85/15% Split Council - CHF

DEANERY	COUNCIL	CITY	Membership As of June 2019	GOAL	Actual	%of GOAL
Charles R. Goergen		Total		13,925	0	0.00%
AIKEN DEANERY	3684	AIKEN	286	7,150		0.00%
	7062	N. AUGUSTA	103	2,575		0.00%
	7129	GREENWOOD	134	3,350		0.00%
	9161	BARNWELL	34	850		0.00%
Denny Mahoney		Total		22,600	0	0.00%
BEAUFORT DEANERY	5026	BEAUFORT	140	3,500		0.00%
	8502	WALTERBORO	67	1,675		0.00%
	7289	HILTON HEAD	80	2,000		0.00%
	10668	HILTON HEAD	296	7,400		0.00%
	12263	BLUFTON	321	8,025		0.00%
James Martin		Total		46,250	0	0.00%
CHARLESTON DEANERY	704	CHARLESTON	332	8,300		0.00%
	6250	JAMES ISLAND	101	2,525		0.00%
	6629	SUMMERVILLE	213	5,325		0.00%
	6726	HANAHAN	121	3,025		0.00%
	8900	N. CHARLESTON	85	2,125		0.00%
	9475	MT. PLEASANT	317	7,925		0.00%
	10334	CHARLESTON	71	1,775		0.00%
	11471	MONCKS COR.	97	2,425		0.00%
	11910	SUMMERVILLE	162	4,050		0.00%
	11991	GOOSE CREEK	209	5,225		0.00%
12472	CHARLESTON	142	3,550		0.00%	
Roosevelt Cummings		Total		34,000	0	0.00%
COLUMBIA DEANERY	724	COLUMBIA	225	5,625		0.00%
	2207	SUMTER	170	4,250		0.00%
	6847	NE. COLUMBIA	209	5,225		0.00%
	6891	ORANGEBURG	77	1,925		0.00%
	6892	IRMO	126	3,150		0.00%
	9672	CAMDEN	53	1,325		0.00%
	11325	LEXINGTON	153	3,825		0.00%
	12554	COLUMBIA	117	2,925		0.00%
	13713	BLYTHEWOOD	130	3,250		0.00%
	15223	MANNING/SANTEE	47	1,175		0.00%
	16903	CHAPIN	53	1,325		0.00%

Revised Award Goals

- 50% of 2020 Goals

TBD

Council – Foundation Allocation

- 85/15% Split Council - CHF

Robert W. Ficco		Total		22,675	0	0.00%
ROCK HILL DEANERY	6756	ROCK HILL	207	5,175		0.00%
	10066	LANCASTER	47	1,175		0.00%
	12268	YORK	54	1,350		0.00%
	12366	FORT MILL	203	5,075		0.00%
	14475	LAKE WYLIE	251	6,275		0.00%
	14765	INDIAN LAND	101	2,525		0.00%
	15611	ROCK HILL	44	1,100		0.00%
Larry D. Patten		Total		48,575	0	0.00%
GREENVILLE DEANERY	1668	GREENVILLE	214	5,350		0.00%
	6076	SPARTANBURG	189	4,725		0.00%
	6884	SENECA	229	5,725		0.00%
	8182	MAULDIN	93	2,325		0.00%
	8295	ANDERSON	109	2,725		0.00%
	9184	TAYLORS	181	4,525		0.00%
	9575	SPARTANBURG	209	5,225		0.00%
	9576	PICKENS	92	2,300		0.00%
	10819	SIMPSONVILLE	353	8,825		0.00%
	12274	GREER	46	1,150		0.00%
	12995	GAFFNEY	50	1,250		0.00%
	13112	GREENVILLE	113	2,825		0.00%
	15519	GREER	30	750		0.00%
	15960	NEWBERRY/ Laurens	35	875		0.00%
Gilbert T. Cushing		Total		40,975	0	0.00%
MYRTLE BEACH DEANERY	3067	GEORGETOWN	86	2,150		0.00%
	5086	MYR. BEACH	174	4,350		0.00%
	5194	FLORENCE	169	4,225		0.00%
	7122	N.M. BEACH	255	6,375		0.00%
	7531	CONWAY	192	4,800		0.00%
	8123	HARTSVILLE	50	1,250		0.00%
	8790	MARION DILLON	55	1,375		0.00%
	8980	GARDEN CITY	357	8,925		0.00%
	10867	CHERAW	31	775		0.00%
	11028	PAWLEYS ISLE	229	5,725		0.00%
	14892	LORIS	41	1,025		0.00%
		Undesignated Donations				
TOTALS			9,160	\$229,000	\$0	0.00%

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EVENTS **HOODING** **UPGRADING** **WALKS**
Please see our up coming events.



Board Knight Christopher Maxwell and Donor Robinson
Director of the Columbus County Board of Children and Related Needs.

On January 20th 2020 the Father David J. Burke Council 11819 presented the following to the Director of the Columbus County Board of Children and Related Needs, with a \$2,000 Columbus HOPE Fundraising grant for the after school program at the Reynolds Middle School. The funds will be used to provide services for students who participate in individualized learning, after-school activities, and career readiness training.

As Columbus has improved for people with intellectual disabilities, we have also made it possible to support and connect to the greatest population. There are groups of older citizens who no longer work or work but have the best opportunities and are often considered "left out" - How can we help them? Our goal is to help them and their families through with the world around them.



The Columbus County Board of Children and Related Needs received a \$2,000 grant from Columbus HOPE Foundation to help improve the school with Action Learning Director. The grant was made to Mrs. Wendy Spivey Director for Early Intervention Services in the Region of Columbus Council 11819 Board Knight.

[Click here to see more](#)

COLUMBUS HOPE FOUNDATION
GENUINE VOLUNTEERS



About Us

- Mission
- Core Values
- Our Leadership
- Our Donors
- Grant Recipients

Community

- **Partnerships**
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Community Resources

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Community Support

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- **Community**

EVENTS BOOKING - UPCOMING EVENTS

From events for existing friends.



Grand Knight Christopher Bryant and David Williams,
Director of the Columbus County Board of Disabilities and Special Needs.

On February 20th, 2020 the Father David J. Snyder Council 11913 presented David Williams, the Director of the Columbus County Board of Disabilities and Special Needs, with a \$5,000 Columbus HDPE Foundation grant for the older population of intellectually disabled citizens. The funds will be used to provide services for expanding to programs in Individual Training, career training, classes, and career skillset counseling.

The foundation has helped the people with intellectual disabilities, as has our need to educate, support, and services for the general population. There are groups of older citizens who are no longer able to work but have limited opportunities other than traditional "oddly any one". Older people with significant disabilities that have significant sensory deficits may benefit from adaptive tools that help them integrate with the world around them.



The Columbus County Board of Disabilities and Special Needs received a \$5,000 grant from Columbus HDPE Foundation for Early Intervention to collaborate with Autism Spectrum Services. The award was made to Mrs. Brady Rogers, Director for Early Intervention by Business Chairman for Knights of Columbus Council 11913 Grand Knight.

[View more 2020 Early Intervention](#)

COLUMBUS HDPE FOUNDATION DONATIONS THROUGHOUT



About Us Caring

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Community

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Fundraising Resources

- DWF Fundraising Handbook
- Columbus HDPE Ignite Presentation ([click](#) [open](#))
- Governor's Proclamation
- R&D (c)(3) Designation
- DWF Form 101 and 102

Crowd Sourcing

- Internet Fundraising and Support
- Go Fund Me Setup Guide
- PayPal Giving Fund - Columbus HDPE
- Social Media Integration
- eBay 101
- AmazonSmile
- Facebook
- Direct Advertising and Booking



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WHAT WE DO

LEADERSHIP

Columbus HOPE Foundation Inc
"Helping Other People Everyday"





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Our Mission

...bettering the environment for, and increasing the self-reliance and dignity of people with intellectual disabilities and special needs... these individuals should have the community support, tools and resources necessary to lead independent productive lives...

What We Do



We Raise Funds



We Serve



We Advocate


Since its inception in 1978 the Columbus HOPE Foundation raised more than **7 Million Dollars** to assist South Carolina citizens with Intellectual Disabilities and Special Needs.




Delivering Results

...Through our support of non-profit service organizations that share this philosophy and in partnership with the county disability boards we are making the world safer to navigate for thousands of people every day...

Adult Development Software, Tools and Equipment




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It takes a Community to change their lives

Dignity, Connection, Growth, Happiness



Self Contained Class Room



Special Olympics



Call to Action-

- Donate, Sponsor, and Participate in fund raising...
- Advocate, let your voices be heard for those that can't...
- Volunteer to serve...

Self-Reliance, Independence, Accessibility



Donate



Contact Us To Help Change Their Lives:

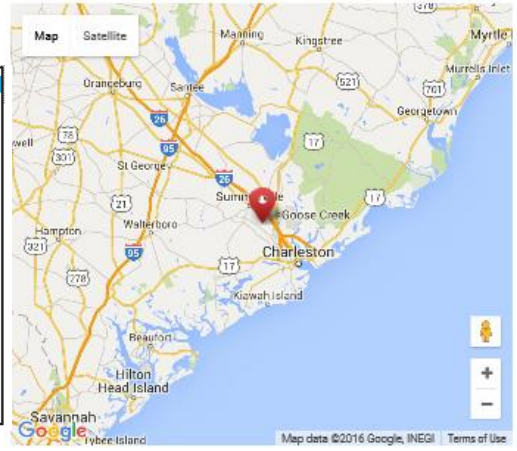




SEARCH EVENTS

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 - Bluegrass
 - Oyster Roast
 - Miscellaneous
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 - Tournaments
 - Bowling Tournaments
 - Golf Tournaments
 - Soccer Tournaments
 - Softball Tournaments

EVENTS MAP



16th Annual Low Country Golf Classic

Golf Charity Event at Coosaw Creek Country Club benefiting the Low Country Intellectually Disabled and Special Needs citizens.

Event Date	04-24-2017 8:30 am
Event End Date	04-24-2017 4:30 pm
Registration Start Date	04-29-2016
Cut off date	04-24-2017 9:00 am
Available place	126
Individual Price	\$75.00
Location	Coosaw Creek Country Club





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SPONSORS AND DONORS

GRANTEES

Columbus HOPE Foundation Inc
"Helping Other People Everyday"



Our Platinum Level Sponsors have graciously chosen to become sustaining sponsors. Their contributions bring H.O.P.S. by making "Helping Other People Everyday!"

[Employee Donation Matching Sponsors](#)



2019 18th Annual Low Country Golf Classic Sponsors

Gold Level Sponsors



Silver Level Sponsors



Bronze Level Sponsors

Algaron Trucking	Ron's Fine Jewelry
Area 51 Bicycle Shop	Legend Oaks GC
Aubrey and Tom Bell	Mike and Georgianne Suko
BT Chiropractic	Mike and Joan Luskert
Shanon Chambers	Melanie DSG Inc
Columbiac	Patrick Post GC
Coosaw Creek CC	Regan Chiropractic
Crowfoot CC	Rep. Christopher J. Murphy
Dale Holland Automotive, LLC	Richard and Corrie Hayes
Dan and Mary Ann Surval	Richard and Mary Synkowski
Dave and Carol Tibbs	Richard Lyons
Dave Guerin	Richard Reynolds
David Ayres Lowcountry Custom Golf	Roy L. Maxey Sr
Dave Hart	South Carolina Federal Credit Union (CFU)
Discover the Magic Vacations	Sumbel Rentals, Inc (MLD)
ECM University (CFU)	Tom Scroggs
Elysium Environmental Services	Traded Gift Shop (LLC)
Enderglow	US Coating Inc.
German's Italian Ristorante	Wescoff GC
Hall's Chiropractic	Wheeler Industries



While our grants and grantees vary, they have one thing in common: ▶

They are nonprofit organizations that deliver services, tools and resources to train and support the transition of Intellectually Disabled and Special Needs people to independent and productive living. Since its inception in 1976 the Columbus HOPE Foundation has raised more than "7 Million Dollars" to assist South Carolina citizens with Intellectual Disabilities. Last year the Foundation raised \$420,251.46 statewide.

[Fiscal Year 2015-2016](#)

- | | |
|---|---|
| ABC of Horry County | Kershaw Center Disabilities Foundation |
| ABLE Foundation | Lakewood Elementary School |
| Adult Enrichment Center (High Five Club) | Leroy Springs Riding Stables |
| Aiken Very Special Arts | Loris High School TMD |
| ARC of Costal Carolina | Marion County School District |
| ARC of Horry County | Marlboro County Board of Disabilities |
| Barbara Stone Foundation | Mary Food School |
| Beauford County School District (Cinderella-Fella) | Meyer Center for Special Children |
| Berkeley Citizens, Inc. | Midlands Center |
| Bishop England High School - Options Program | MUSC Children's Hospital |
| Brewer Middle School | NAMI - National Alliance on Mental Illness |
| Camp Happy Days | NMB Middle School (Special Ed) |
| Camp HOPE | Northside Middle School |
| Cardinal Newman High School DeLasalle Program | Ocean Drive Elementary School Special Ed. Dept. |
| Carolina Forest High School Special Needs | Palmetto Elementary School |
| Charleston Miracle League, Inc. | Pee Dee Regional Center |
| Cherokee County Disabilities & Special Needs Board | Pickens County Career and Tech Center STEEP Prog. |
| CHESCO Services | Pickens Elementary School - Special Education |
| CHESCO Playaland Work Shop | Program for Exceptional People |
| Clarendon County Disabilities & Special Needs | Rice Elementary School |
| Coastal Education Foundation, INC (Camp Smiles) | Riverside Elementary School Special Ed. Dept. |
| Canway High School Special Needs | SC Little League District #2 Challenger Division |
| Costal Center | Seaside Elementary School |
| Current Transitions | Socastee High School; |
| Daisy Elementary School Special Needs | SOS Health Care, Inc. |
| Delicious Delights Workshop | Spartanburg Family Connections |
| Dillion City School District (PEP) | Special Olympics |
| Dillion District #3 - Latta Schools | Specialized Program - HOPE Services |
| Dorchester County Board of Disabilities & Special Needs | Springfield Elementary School |
| Emerald High School | St James High School |
| Family Connections | Summerville Miracle League |
| Florence County Foundation | Thad Saleeby Development Center |
| Florence District #3 Office of Exceptional Children | The Babcock Center |
| Fort Mill School District Special Services | The Barclay School |
| Generations | The Beaufort Sand Gnats |
| Georgetown County Board of Disabilities & Special Needs | THE Burton Center |
| Grand Strand Down Syndrome Society | The Devlopmental Center Aiken |
| Greenwood School, District 52 | The OARC Foundation |
| Greer High School Transition Program | Tribble Center Special Needs |
| Heroes on Horseback | Waterside Elementary Special Ed. Dept. |
| HALOS - Helping And Lending Outreach Support | West Ashley High School Special Education |
| HALTER Therapeutic Riding Center | Westview Middle School |
| Harry County Special Needs | Windwood Farms Home for Children |
| Horse "N" Around | Tri-Development Center Foundation |
| JOY School of Pawley's Island | Washington Center School |



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The Gallery



18TH ANNUAL LOW COUNTRY GOLF CLASSIC

The Knights of Columbus Council 11910 hosted its 18th Annual Lowcountry Columbus HOPE golf tournament on Monday, April 22, 2019 at Coosaw Creek Country Club in North Charleston. The net proceeds from this event will be used to further the Columbus HOPE Foundation mission of helping individuals with Intellectual Disabilities to become productive members of society, increasing the self-reliance and dignity of our challenged citizens in the Low Country.

[View gallery](#)



Name *

Mr ▼

Email *

Website

Company

Message Subject *

Message *



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CAMPAIGN GOALS AND PROGRESS

RECOGNITION AND AWARDS

FUNDRAISING RESOURCES

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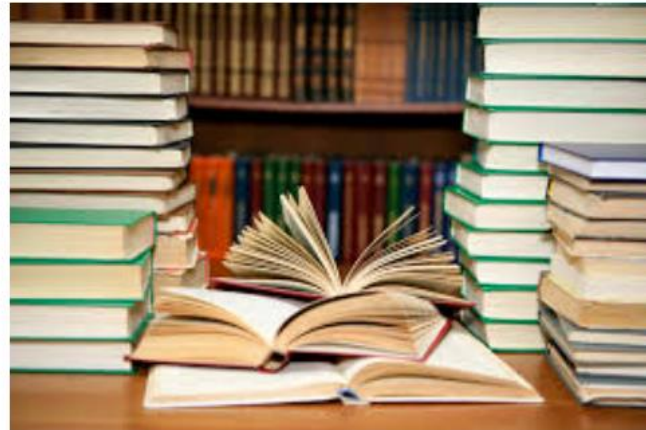


Columbus HOPE Foundation Inc.

ORGANIZATIONAL INFORMATION

This area provides information on the Columbus HOPE Foundation leadership, internal structure and operations.

- ▶ [Columbus HOPE Foundation, Inc. By-Laws](#)
- ▶ [Executive Staff and Board of Directors](#)
- ▶ [Columbus HOPE Foundation History](#)
- ▶ [Columbus HOPE President's Report August 8, 2020](#)
- ▶ [Columbus HOPE Fundraising Handbook](#)
- ▶ [Columbus HOPE Grant Request Guidelines](#)
- ▶ [Columbus HOPE Grant Request Summary Form](#)
- ▶ [Special Olympics Partnership Profile Report Form](#)





Columbus HOPE Foundation Inc.

CAMPAIGN GOALS AND PROGRESS

The Fundraising Thermometer shows the Foundation's progress toward our fundraising goal for this fiscal year, (July 2020 through June 2021). The allocated Deanery and Council fundraising goals and their progress toward meeting the goals for this fiscal year is accessed at the link below.

- ▶ [Deanery and Council Fiscal Year 2021](#)





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RECOGNITION AND AWARDS

Our Columbus HOPE Foundation believes that praise, recognition and awards are essential to creating an outstanding environment for members, volunteers and partners. The links below provide some helpful guides and forms used in our recognition and awards program.

- ▶ [SC Council Certificate of Appreciation Template \(.ppt, .pdf\)](#)
- ▶ [Individual Certificate of Appreciation Template \(.ppt\)](#)
- ▶ [Event Host Certificate of Appreciation Template \(.ppt\)](#)
- ▶ [Donor and Sponsor Recognition Letter Template \(.doc\)](#)





FUNDRAISING RESOURCES

Fundraising is an important part of Columbus HOPE Foundation activities. Here are some resources to help your council's fundraising efforts. To open a document below <click> on the link below.

- ▶ [Columbus HOPE Fundraising Handbook](#)
- ▶ [Columbus HOPE Grant Request Guidelines](#)
- ▶ [Columbus HOPE Grant Request Summary Form](#)
- ▶ [Columbus HOPE Ignite Presentation \(.pptx, .pdf\)](#)
- ▶ [The 10 Steps to a Successful Fundraising Event](#)
- ▶ [KofC Public Relations and Publicity Guide](#)
- ▶ [General Press Release Format \(.doc, .pdf\)](#)
- ▶ [Example Press Release \(.doc, .pdf\)](#)
- ▶ [Governor's Proclamation for Operation HOPE](#)
- ▶ [Internal Revenue Service 501\(c\)\(3\) Letter](#)
- ▶ [SC Charitable Organization Registration](#)
- ▶ [Columbus HOPE Foundation Form 101 \(.doc, .pdf, .xls\)](#)
- ▶ [Columbus HOPE Foundation Form 102 \(.doc, .pdf, .xls\)](#)
- ▶ [Tootsie Roll Order Form](#)
- ▶ [Business Solicitation Letter for Columbus HOPE Days \(.doc, .pdf\)](#)
- ▶ [Sample Sponsor Package Golf Tournament and Silent Auction](#)
- ▶ [10 essential steps to create a winning sponsorship proposal](#)
- ▶ [Internet Fundraising and Support](#)
- ▶ [Go Fund Me Setup Guide](#)
- ▶ [Social Media Integration Briefing](#)
- ▶ [eBay for Charity 101](#)
- ▶ [eBay New Seller Guide](#)
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Columbus HOPE Foundation

@ColumbusHOPECommunity

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Promote

Manage Promotions



Like Follow Share

Learn More

Create

Live

Event

Offer

Job



Write a post...

Photo/Video

Feeling/Activ...

Check in



Posts



Columbus HOPE Foundation added an event.

April 10

Invite friends to like your Page

Pages with 10 or more likes get more engagement.

7/10 Likes

Ray and 4 others like your Page

Search for friends to invite



Eko DeMars

Invite



Euphama Jane Martinek

Invite



Joyce Lantz

Invi

Chat (11)



Open Discussion: Success Secrets, Challenges , Strategies and Actions

Chris Pate – Council 7129 Greenwood

John Davis – Council 8295 Anderson

Joe Balotti – Council 5194 Myrtle Beach

Alan Chambers - Council 6726 Hanahan – Goose Creek

Jerry Schmid - Council 6684 Seneca

Ken Rysavy – Council 15960 Newberry (small Council)

What are your Best Practices? Group Discussion During COVID-19

G

COVID-19 Fundraising Thoughts

COVID-19 Fundraising Thoughts

- Know the CDC and local guidelines;
- Set your goals and intermediate objectives;
- Rally prospective Sponsors/Donor/Participants and your Council to the cause;
- Show your prospective Sponsors/Donor/Participants and your Council how you can achieve your goals and objectives while keeping people safe
- Show your prospective Sponsors/Donor/Participants and your Council the impact of in actions.

“Remember the Successful Fundraising Fundamentals”

COVID-19 Fundraising Thoughts (continued)

The Fundraising Fundamentals

The Knowledge:

- Know what the Columbus HOPE Foundation does and where the money you raise will go.

Enthusiasm and persistence:

- Your enthusiasm will encourage people to support you. Sell the idea! Both internal to your organization and to your community.
- There will be plenty of “Nos”. Be prepared for this and don’t let it dampen your enthusiasm.

Confidence:

- You must be confident and direct. People need to see that you believe in what you are doing.
Remember if you don’t ask you don’t get.

Organization:

- Draw up a plan of attack - see our Fundraising Strategic and Planning section in this Handbook. Give yourself plenty of time and set yourself achievable targets.

COVID-19 Fundraising Thoughts (continued)

The Fundraising Fundamentals

Contacts and networking:

- List everyone you know and how they might help you. You will be surprised how this can help.
- Don't forget to include past donors, sponsors and volunteers
- Nurture, nurture, and then nurture some more

Imagination:

- The more unusual and attractive your fundraising ideas are; the more people will support them. Not everyone will donate money, perhaps they could donate a prize for a raffle or something for sale on eBay or at a rummage or other sale.

9:00	Call to Order:	President
	Opening Prayer	State Deputy
	Pledge of Allegiance	District Master
9:10	Purpose of CHF / History:	President
9:15	Introduce Foundation Officers and Board of Directors.	President
<p>Secretary, (Anthony Panek), Treasurer, (David Tibbs), Drive Chairman (Thomas DeMars), Publicity Chairman, (Joseph Balotti), Deanery Members: Charleston Region (James Martin), Myrtle Beach Region (Gilbert Cushing), Greenville Region (Larry Patten) Rock Hill Region (TBD), Columbia Region (Roosevelt Cummings), Aiken Region (Charles Goergen), and Beaufort Region, (Denny Mahoney)</p>		
9:20	Recommend Dispense reading of minutes	President
9:30	Presidents Report	President
9:40	Treasurers Report	David Tibbs
9:50 - 10:50	Work Shop	Thomas DeMars
10:50	Turn in Procedures	Anthony Panek
11:00	Publicity	Joseph Balotti
11:10	Old Business:	President
11:20	New Business:	President
11:30	Question/Comments/Feedback	All Present
11:40	Closing Prayer	State Deputy

Columbus Hope Foundation

Fundraising Year 2021-22

Donation Turn-in Procedures and Grant Requests

Tony Panek, CHF Secretary

Columbus Hope Foundation Secretary Role

- Primary Point of Contact with Council CHF Chairman, GK and FS
 - Email address: secretary@columbushope.org
- Receive and Deposit all Fundraising Monies from Councils
 - Directly from Councils (CHF 101 and CHF Check)
 - Donors designating funds to a Council (via Tri-Fold Donation Form)
 - Donations via PayPal or Go Fund Me campaigns
- Track Status and advise Councils of their CHF account
- Receive Council's Grant Requests (CHF 102) and create voucher for Treasurer to cut checks

Review of Columbus Hope Foundation Forms

- **DEPOSITS:** Columbus Hope Foundation Fundraising Report (CHF 101)
- **GRANTS:** Request for Columbus Hope Rebates (CHF 102)
- Forms located on columbushope.org website under Library menu

Columbus HOPE Fundraising Report
(Please refer to instructions on reverse when completing this form)

Date: _____

Council Reporting

Number: _____ Location: _____

Knight Completing This Report

Name: _____ Position (i.e. FS, GK) _____

Phone: _____ E-mail address: _____

Income

Tootsie Roll Campaign: (Funds donated while distributing free Tootsie Rolls) \$ _____

Second Source Funds: (Other Council fundraisers –see handbook for ideas) \$ _____

Brief description: _____

Business Donations: (Donations from businesses or professionals) \$ _____

Name of Business: _____

} Add these
3 for **GROSS
INCOME**

GROSS INCOME: \$ _____

Expenses

Tootsie Roll Candy: \$ _____

Other Expenses: \$ _____

} Add these
2 for **TOTAL
EXPENSES**

TOTAL EXPENSES: \$ _____

(GROSS INCOME minus TOTAL EXPENSES =) NET AMOUNT: \$ _____

To calculate Grant funds available to the Council take 85% of Net Amount and round the result to the nearest whole dollar.

The remaining funds are used by CHF for expenses and State grant checks.

Record the result of your calculation below.

(NET AMOUNT times 0.85 rounded to nearest dollar =) GRANT FUNDS AVAILABLE: \$ _____-00

I hereby certify that this is a true report of income and expenses:

Grand Knight

Date

Checks for **Net Amount** must be made payable to **Columbus HOPE Foundation, Inc.**,
Mail to: Anthony Panek, CHF Secretary, 4904 Boundview Court, Summerville, SC

Review of Columbus Hope Foundation Forms

- DEPOSITS: Columbus Hope Foundation Fundraising Report (CHF 101)
- **GRANTS:** Request for Columbus Hope Rebates (CHF 102)
- Forms located on columbushope.org website under Library menu
- Forms are in Word, PDF and Excel formats

Request for Columbus Hope Rebates
Please refer to instructions on reverse when completing this form

Date: _____

Council Requesting Rebates

Number: _____ Location: _____

Knight Completing This Report

Name: _____ Position (i.e. FS, GK) _____

Phone: _____ E-mail address: _____

Please note that grant checks will be written for WHOLE DOLLAR AMOUNTS.

Grant Recipient

Organization Name: _____

Organization's Tax Exempt Number: _____ \$ _____

Number of clients served with intellectual disabilities: _____

Are the facilities open to all regardless of race, religion, or ethnic background? Yes: ____ No: ____

Grant Recipient

Organization Name: _____

Organization's Tax Exempt Number: _____ \$ _____

Number of clients served with intellectual disabilities: _____

Are the facilities open to all regardless of race, religion, or ethnic background? Yes: ____ No: ____

Grant Recipient

Organization Name: _____

Organization's Tax Exempt Number: _____ \$ _____

Number of clients served with intellectual disabilities: _____

Are the facilities open to all regardless of race, religion, or ethnic background? Yes: ____ No: ____

I hereby certify that the above named organizations are serving the needs of Individuals with Intellectual Disabilities:

Grand Knight

Date

Mail to Anthony Panek, CHF Secretary, 4904 Boundview Court, Summerville, SC 29485

KEYS TO ACCURATE FORMS

- Complete and accurate forms
 - Fill out all blocks of info (Typed or Printed)
 - Discard old copies of forms (Names and addresses have changed)
 - Signed by Grand Knight
 - Minor pen and ink changes fixed by Secretary
- Deposits (CHF 101)
 - Fillout and send CHF 101 for each deposit council makes (not cumulative)
 - Gross amount collected goes towards Council Goal
 - Net amount is Gross minus all expenses
 - Check sent to Secretary is for the Net Amount (Do not send cash)
 - Council grants are based on 85% of net amount
 - Council emailed a confirmation letter after each deposit

KEYS TO ACCURATE FORMS

- Checks made out to “Columbus Hope Foundation, Inc.”
 - No other names like Operation Hope or KoC
 - Deposits are in exact amount, not rounded (Net Amount)
- Business Donor Checks
 - Send checks from businesses made out to Columbus Hope Foundation, Inc. with an appropriate CHF 101
 - Business Donation flyers should have their council number on them to ensure that the proper council gets credit for them
 - Advise them to include your council number with any direct donations to CHF, to claim credit for the fundraising
 - Same for business Matching Fund programs

KEYS TO ACCURATE FORMS

- Grant Requests
 - Requests made on CHF 102 forms and made out to exact dollar amounts (no cents) and should be at least \$500 for each grantee.
 - Use deposit feedback letters from the Secretary to know how much money you are entitled to when preparing grant requests or contact me and ask
 - CHF Secretary reviews your grant request for completion and accuracy, prepares grant voucher for Treasurer to cut check for President's signature
 - Should have Grant check in ten days from receipt of CHF 102
 - Grant Organizations must meet Columbus Hope Foundation mission criteria
 - Provide service or support to Intellectually Disabled Citizens of South Carolina

Use CHF Website

For Easiest Way to Get Your Forms and other fundraising tools

columbushope.org