

# HOST

A HOLIDAY PARTY

and support  
youth mentoring!



START SOMETHING **BIG**  
THIS HOLIDAY SEASON!



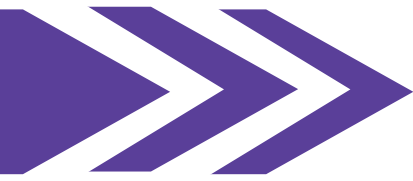
Big Brothers Big Sisters

# CELEBRATE

and Help a Child Who Needs a Mentor!



**8 EASY STEPS** to host a holiday party fundraiser, and help children get mentors.



Every "Little" bit counts!



## Holiday Party with a Purpose

Holiday parties are normally just a time to celebrate, so why not give your company party a purpose?

1

## Gather a Committee

Ask a few coworkers to join you in forming a planning committee to organize the tasks related to making this year's party a successful fundraiser.

2

## The Event: It's All in the Details

Find your venue. Set a date. Let everyone know that it's for a good cause. Get them excited about the impact they can have on a child.

3

## Create a Budget

You might have to get this number from "upstairs," but in general, a budget is a budget, and most holiday parties have one.

4

## Find Partners

Offset your expenses by reaching out to company suppliers, sponsors or local businesses you support to see what they can do to help out. Offer them recognition at your event.

5

## Set a Goal

Set a fundraising goal for your party, and raise as much as you can. Whether you meet your goal or not, every little bit counts, and it all benefits the children and youth we serve.

6

## Fun Ways to Reach Your Goal

This is the step that truly separates a standard holiday party from a charity-focused holiday party.

- Silent auction • 50/50 draw • Raffle – day off, gift card
- We can setup an online giving web page

7

## Enjoy Your Party & Tally Your Donations

Once the planning is complete and the last minute details are settled, it's time to relax and have a good time!

When your event is over, count up the contributions, and make your donation.

Congratulate your guests and let them know the difference they made!

8

## THANK YOU!

Share your pictures — we'll post them on our website and social media channels to acknowledge all of your hard work and the generosity of everyone who participated!

Contact:

