



Fundraising Packet

We are excited about the summer God has planned for you! Fundraising is an important part of Forge Equipping for many reasons. There is the obvious, in that it provides the finances to make your participation possible, but there are also less obvious reasons. Fundraising is a journey of faith that helps shift your trust from the concrete securities around you to God as your provider. Many people walk away from the support-raising journey amazed at the route God took to provide. The thought of raising several hundred or even a few thousand dollars be intimidating. But, remember, just as God has led you to be part of this program, He will also provide the finances to make this experience possible—be confident of that! Every person on staff at Forge understands the journey you are about to embark upon. We all live by faith; raising support and trusting God for our needs. Know that you have the prayer support of our entire staff team as we pray specifically for you in our weekly staff prayer meetings.

Some key things to remember when planning your support raising strategy are creativity, persistence, and prayer. While we do believe God will provide your need, we know that part of God’s plan is for you to be actively involved in this process.

We highly recommend sending a support letter to EVERYONE you know. This may seem a bit awkward, but we have often seen that the people we least expect to join our support team can sometimes be our most generous supporters. Who are we to decide whom the Lord may choose to make this all possible? Listed below are next step details for how to engage the fundraising process:

1. **Write your letter.** Explain clearly what you will be doing this summer, including information about Forge Equipping. Forge’s creative design team has customized a support letter template that is awaiting your content. Go to forgeforward.org/FEforms and click “Submit Support Letter Content”. Once we receive your content and picture via this form, our design team will create your personalized support letter and email a PDF back to you!
2. **Check out your personalized website.** To support your fundraising efforts we have created a personalized website for you. This website is designed to:
 - Expand your ability to communicate with your potential support team.
 - Fuel social media fundraising.
 - Track your support raising progress.
 - Give you the opportunity to easily thank those who support you.
 - Enable others to EASILY HELP you raise support by telling their friends about your trip!
 - We will set up your page for you with the text from your submitted support letter. If you would like the text or image to be different than what you have provided us thus far then please email training@forgeforward.org with changes.
3. **Mail your letter.** Once you receive your finalized letter from Forge, follow the below guidelines for mailing your letter:
 - Create a mailing list with the name of ANYONE you think might have even the slightest interest in supporting you with prayer and finances. We suggest you need at least 75-100 people on your list! Consider these groupings as you develop your list:
 - i. Family Members (*immediate and distant*)
 - ii. Personal friends
 - iii. Church friends
 - iv. Teachers/professors (*only those you personally know*)
 - v. Work associates
 - vi. Parents’ friends
 - vii. Parents’ business associates
 - viii. Christmas card list
 - ix. Facebook friends
 - x. Neighbors
 - Be sure to hand sign each of your letters, and we would suggest you write a personal note at the

- bottom of each letter.
 - Make sure to also enclose return envelopes that are pre-addressed to Forge. If you mail your letters in #10 envelopes (standard), you can place Forge-addressed 14485 E. Evans Ave, Aurora, CO. 80014 #6 or #9 envelopes inside to be used for your supporters' responses.
4. **Employ Social Media.** Share your support letter or fundraising website on Facebook or Twitter. You could also organize a Facebook group to keep potential supporters informed on your support raising progress and how God is preparing you for Forge Equipping.
 5. **Personal touch counts!** Remember that everyone likes to hear from you—be yourself! In every case possible, be sure to share with people personally (i.e. verbally) about Forge Equipping. Whether it is through one-on-one appointments, phone calls, presentations over coffee, sharing with a Sunday school class, etc., a personal contact increases the probability of gaining a donor by almost 50%!
 6. **Follow Up!** Designate a certain amount of time after you mailed the letters for follow-up (2-3 weeks is ideal). Contact all those who you have not received a response from and simply ask them if they received your letter, if they had questions, and whether they are interested in joining your support team.
 7. **Keep people informed and involved.** Once a person has given towards your summer, be sure and keep them updated as to how much support you have raised and how much you have left to raise. You would be amazed to know of the number of people who give a second and third time because the person in need kept them updated on their progress.
 8. **Develop a non-letter plan.** In addition to sending a support letter, engage other creative ideas! Come up with your own, or choose from some of these that past Forge Equipping students have used successfully:
 - Ask your employer (or a friend's employer) to consider donating a portion of a day (or an evening's) proceeds to your tuition! (*Chick-fil-a will often consider this opportunity.*)
 - Host a spaghetti or chili dinner, share about the ministry opportunity God has led you toward and ask people to consider joining your prayer and financial support team.
 - Personally host (or ask a friend/family member to host) a garage/yard sale with proceeds donated to your tuition. (You may want to let shoppers know about how the proceeds are going to be used and place "suggested donation" as the price of your items.) Be sure to ask all your friends and family to donate anything they don't need to your garage sale!
 - Ask your pastor or small group leader if you could have permission to share about the training God has called you toward with your church or group members.
 - Organize/participate in a bike or walk-a-thon.
 - Get a job. (Let your potential employer know what you are working to raise money for.)
 - Sell pizza or candy.
 - Ask your friends or church group to help you put on a car wash.
 - Design a t-shirt and sell it! (Check out www.bonfirefunds.com for one fundraising option!)
 - Do temporary odd jobs for a donation: raking leaves, shoveling snow, babysitting, window washing, garage cleaning, etc. Again, be sure to let people know what you're going to do with the money you earn.
 - Hold a bake sale.
 - Hold an auction with donated items
 - Sell items on EBAY or Craigslist
 - Utilize Facebook to get the word out! One option is to organize a Facebook group and add friends so you can communicate with them about what God is leading you toward and invite them to participate in prayer or financial support! Be sure to integrate your donation website with Facebook.

No doubt you get the idea! We are praying for you in your efforts. Be sure to let us know if you have any questions

or concerns. We have seen God faithfully provide for many students and believe with you that God will provide for you!

Sample Support Raising Action Plan



Use this sample template to manage the action steps of your Fundraising Plan.

	Action Item:	Date to Complete:	Complete? (yes / no)	Notes (including financial commitment)
1	Complete "Fundraising Plan" form and email to Forge.			
2	Finalize support letter content and email to Forge.			
3	Personalize my support raising website from Forge.			
4	Gather names, emails, and addresses of contacts.			
5	Print and mail support letters to 120+ contacts.			
6	Share donation opportunity on Facebook.			
7	Contact my church about supporting my training.			
8	Engage creative fundraising opportunity 1: _____			
9	Make follow up calls to contact list.			
10	Engage creative fundraising opportunity 2: _____			
11	Set up face-to-face meeting with:			
12	Set up face-to-face meeting with:			
13	Set up face-to-face meeting with:			
14	Set up face-to-face meeting with:			
15	Set up face-to-face meeting with:			
16	Set up face-to-face meeting with:			
17	Set up face-to-face meeting with:			
18	Engage creative fundraising opportunity 3: _____			
19	Make follow-up call to:			
20	Make follow-up call to:			
21	Make follow-up call to:			
22	Make follow-up call to:			
23	Make follow-up call to:			
24	Make follow-up call to:			
25	Make follow-up call to:			



The Forge App and Website

To fuel your communication and fund-raising efforts we encourage you to check out the forge website and app and share them with others. The forge website is ForgeForward.org and you can access the forge app at ForgeForward.org/app. These two resources can help by providing:

- An introduction to the mission of Forge
- An introduction to Forge speakers and speaker bios
- A description of Forge's Equipping opportunities and stories from Forge alumni.

Whether you are meeting one-on-one with potential supporters, holding fundraisers or taking advantage of a speaking opportunity at your church to share about Forge Equipping, use these resources to help you communicate. Feel free to share them out to anyone who is interested in learning more about Forge Equipping and what God has called you to participate in.

Sample Support Letter



For the past year or so, God has been drastically changing my life for the better. I feel closer now to him than I've ever been before. I yearn nothing but more of his beauty & presence in my life. I first heard of Surge in January of 2017 at a youth event. I've always been intrigued by anything that would bring me closer to God. I looked into this program & fell in love with everything that the program stands for. I could feel with every part of me that Surge was God's next step for me. I prayed & spoke to my role models & mentors about the opportunity. It was almost like every thing that happened in the two weeks following that youth event, led me right back to Surge. After receiving news from my mother that someone had offered to pay for my plane ticket for this trip, I felt reassured that this was God's plan for my life.

Located in Denver, CO, Surge is a physically, emotionally, and spiritually intense discipleship adventure hosted by Forge. It's filled with teaching by Forge Speakers, grueling team building, and outdoor adventures. The destinations include both urban and rural locations where we will experience a variety of ministry opportunities and then wraps up with an intensive life-planning process that will help reveal how God has uniquely designed me to follow in the footsteps of Jesus.

This is an amazing opportunity filled with inspiring ministry and intensive training! I am not sure exactly what to expect, but I'm excited to see what God has in store for me this summer. Whatever it is, I will only be able to experience it with the help of others. My first request is that you pray for me as I prepare for this summer discipleship training mission.

- 1) Pray that the Lord will prepare me spiritually and physically.
- 2) Pray for the Lord's will to be done in my heart and through me in the lives of the people I connect with.
- 3) Pray that the Lord will provide for every need that arises as I step out in believing obedience to His plan.

Secondly, I would ask that you consider partnering with me financially in this adventure. The total cost for this program is \$2,000. I am confident that God has much to teach me this summer in and through my training at Surge, and I would ask you to prayerfully consider investing in my life. If you would like to know more about Forge please check out their online Annual Guide at ForgeForward.org/Annual-Guide.

If you have any questions please feel free to call me at **865.621.6522** or email me at vanessa@kingsbuildingministries.com.




Participate with Vanessa:

- I (We) would like to join Vanessa's prayer team and receive regular updates
- I (We) would like to financially invest in Vanessa's equipping opportunity by contributing a special gift of \$ _____
 - Make check payable to "Forge" and mail to: 14485 E Evans Ave, Denver, CO 80014.
 - OR, visit my website at: KBM.DonorPages.com/Surge/VanessaLopez to read more about this opportunity, track my fundraising progress, and to give by credit card or EFT.

Donor's Name: _____
Street Address: _____
City/State/Zip: _____
Email Address: _____
Phone Number: _____

All donations are tax-deductible to the full extent of the law. In compliance with IRS regulations, Forge maintains complete discretion and administrative control over the use of all donated funds.

**Follow Vanessa's journey
this summer**

 Forge
  @ForgingLives

Prayer Team:
ForgeForward.org/Prayer

