## COLLEGIATE DIRECTOR QUICK GUIDE

# director of fundraising

Chapters with more than 125 members should have a director of fundraising, though smaller chapters may also choose to have this position. They report to the vice president: Foundation and serve on the joint chapter management team (JCMT). This position organizes the chapter's philanthropic fundraising events benefiting the Delta Gamma Foundation. Depending on chapter size and structure, they oversee a fundraising committee.

RESPONSIBILITY	RESOURCES
Anchorbase	Foundation Fundraising Planning Form (Foundation > Tasks > Foundation Fundraising Planning Form)
	Fundraising Finance Report Form (FFRF) *vp: finance completes w/ vp: Foundation assistance (Chapter Management > Finance > Tasks > Fundraising Finance Report Form)
Foundation Fundraising	<u>Foundation Focus</u> <u>Delta Gamma Success Site - memberplanet</u> <u>Create budget with vp: finance</u>
Foundation Policies	Foundation Policies
Fundraising Committee	Collegiate Chapter Officers Manual (CCOM)

**Directing your chapter's gift to the Foundation:** Chapters can restrict their gifts to a specific fund or purpose. However, gifts to the Loyalty Fund, supporting areas of greatest need and our three areas of support, allow the Foundation to address the emerging or immediate needs of Delta Gamma's membership and constituents.

Through Directed Giving, chapters can receive credit for their Foundation fundraising proceeds, while also donating up to 50% of their net funds to local organizations that share our Service for Sight mission. Review the <u>Foundation Focus</u> or contact your RFNC for more information.

#### **MARK YOUR CALENDAR**

- Attend JCMT meetings.
- Attend fundraising committee meetings as needed.
- You will receive a Foundation e-newsletter every month. Make sure you read this!
- Complete Anchorbase tasks before and after events.
- Attend philanthropy events hosted by other sororities and fraternities on campus (including those outside of IFC and Panhellenic).
- Participate in your chapter's events ... members need to see you participating!

### LINKS TO BOOKMARK

- <u>Anchorbase</u> (for tasks to submit, adviser contacts, your regional team volunteers, etc.)
- Check out the <u>Collegiate</u> <u>Chapter Officers Manual</u> <u>(CCOM)</u> for details on your responsibilities.
- <u>Submit photos</u> of your chapter's Foundation fundraising events.
- Uphold the <u>12 Fraternity</u> <u>Standards</u> in all that you do.

#### **DIVE DEEPER**

- Read past event evaluations to find out what kind of fundraising events your chapter is interested in. People support what they love!
- Advertising fundraisers requires specific language. Learn more in the <u>Foundation</u> <u>Focus</u>.
- Questions? Email Director: Collegiate Fundraising at <u>Fundraising@deltagamma.org.</u>