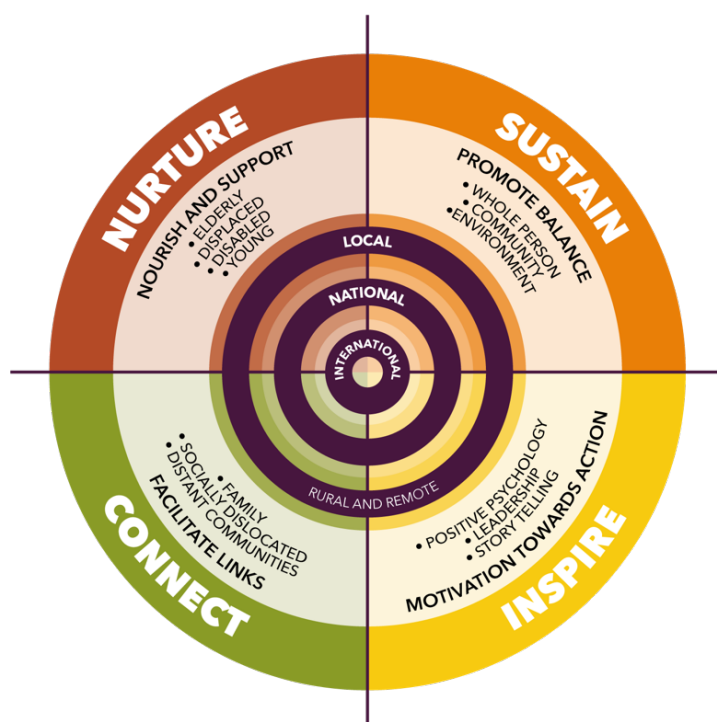


FUNDRAISING PROPOSAL FORM



SCOTCH COLLEGE SERVICE MODEL

This document is intended to help you in planning a fundraiser. The College has many fundraising requests and by considering the questions below, we can best plan to ensure everyone in our community is well represented. Use the model above to consider who and what your fundraiser is seeking to support. Your fundraiser does not need to address each and every section of the model, it is simply a useful guide.

The boxes below are a guide - please write as much as you need to.

If you have any questions, please contact Reverend Gary van Heerden at Gary.vanHeerden@scotch.wa.edu.au.

Teacher and Student Name(s)	
Contact Details of Organiser(s)	
Date / Time / Year of Fundraiser	
Name of Fundraiser	
Requirements <i>e.g. venues, logistic, costs involved</i>	

Does it involve any of our external service or community partners? If Yes, who? Please advise which organisation is being supported.	
Does it fit the needs of the school / organisation? If yes how or, if not, how could it?	
Where does it fit within the Scotch Service Model, e.g. does it Nourish and Support, Promote Balance, Facilitate Links or Motivate Towards Action?	
Do you need to engage with our whole College community? <i>OSC, Scotch Parents, Residential, JS, MS, SS?</i>	
Which aspect of the community is being sought for support? <i>Staff, Students, Parents, OSC, external community</i>	
Will the fundraising be celebrated at a sub school assembly and/or other College event?	
MARKETING	
Will any Marketing resources be required? e.g. Use of crest, social media, College communications?	
Has someone been allocated to ensure we maximise exposure via social media and other College communication links?	
How will the fundraiser be promoted?	
FINANCE (A finance form is available once the fundraiser has been approved)	
How are the funds being raised?	
Who will the funds be donated to?	
How will money be collected? e.g. Ticketing, Trybooking	
ACKNOWLEDGEMENTS	
How will donors and partners be acknowledged and thanked?	
What follow up will there be to understand how the funds are being used?	

Approved by
Director of Service and Citizenship

Approved by
Head of Senior School