

# Nonprofit Fundraising Kit

## Overview

There are three ways you can use a **Jewelry For Good** campaign to raise money for your nonprofit:

1. Create **Jewelry For Good** email and social media campaigns for individual donors
2. Add a **Bring Your Bling™** component to a planned event
3. Host a designated **Bring Your Bling** event

Below are suggested guidelines for each.

## Email and Social Media Campaigns for Individual Donors

The easiest and fastest way for your nonprofit to harness the power of **Jewelry For Good** fundraising is to create an email or social media campaign encouraging individual donations of unwanted or unused jewelry to your cause.

Simply let your donors know how they can donate their broken or unwanted gold and silver jewelry to Jewelry For Good and name your nonprofit as their designated charity. Be sure to include the link to Jewelry For Good's [donation page](#) to make it easy for donors to find. Then watch the donations roll in. It's that easy!

Pro tip: you can use the awesome free sparkly templates on [canva.com](#) to create social media posts. **Be sure to include the link for [jewelryforgood.org/donate](https://jewelryforgood.org/donate) in your email or social media post!**

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## Add a Bring Your Bling™ component to a planned event

Do you have a fundraising dinner, gala, or other event already planned? Great! Then it's easy to add a Bring Your Bling component.

All you need to do is include a request for attending donors to bring their broken or unwanted gold and silver items to your fundraising event. Include a link to [Jewelry For Good](#) to help educate guests about what to bring, and how these donations can benefit both the donors and your organization.

At the event, plan to have a table with dedicated staff or volunteers to handle the donations as guests check in. Depending on the size of your event, you may also wish to arrange for private security services.

After the event, drop off the packaged donations at your nearest **FedEx** location, or call to [schedule a FedEx pickup](#) **1-800-FEDEX**.

### Supplies you'll need

- Prepaid **FedEx** shipping label(s) from Jewelry For Good (order [here](#))
- Print at least one Jewelry For Good donation form for each attendee ***you'll find the form on the last page of this packet***
- Print extra donation forms (in case of mistakes)
- Boxes of pens for filling out donation forms
- Box of gallon-size ziplock bags (at least one for each attendee) — you may want to have on hand:
  - Larger or smaller sizes
- Black sharpie marker(s)
- Bubble wrap
- Scissors to cut the bubble wrap
- Scotch tape for securing bubble wrap
- **FedEx** branded packaging (you can pick this up for free at any [FedEx location](#), or [order online](#))
- Packing tape to seal the **FedEx** package(s)

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## Receiving and Handling Donations at the Event

1. Have each donor fill out a donation form ***you'll find the form on the last page of this packet***
2. Have each donor wrap their donation in bubble wrap just enough to keep it from rattling
3. Have each donor place their wrapped donation in a ziplock bag, along with their donation form, and close the seal on the bag
4. Have each donor clearly write their name and email address on their ziplock bag, using a black sharpie marker
5. If a donor needs more than one bag, have them write their name and email address on each additional bag. If there are three bags, for example, ask them to write "1 of 3", "2 of 3", "3 of 3", etc., on each bag. ***They do not need to fill out an additional donation form for each bag.***
6. Explain to donors that they will receive an email from Jewelry For Good with a detailed donation receipt for their tax records
7. Have a staff member log each donation bag, including the donor's name and email address
8. When all the donations are ready, put all the zip-lock bags into **FedEx** branded shipping boxes, and pad with bubble wrap so it does not rattle
9. Seal the box securely with packing tape
10. Affix the prepaid **FedEx** shipping labels to the boxes

## After the event

After the event, drop off the packaged donations as soon as possible at your nearest **FedEx** location, or call to [schedule a FedEx pickup](#) **1-800-FEDEX**.

Be sure to thank your guests for helping you host a successful fundraiser!

After you ship your donations to **Jewelry For Good**, turnaround time for [evaluating and processing](#) is approximately one week. Your guests should expect to receive an email from Jewelry For Good, with a detailed donation receipt for their contribution, within one week.

Checks are sent to your charity approximately two to three weeks after receiving your donations.

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## Host a Designated Bring Your Bling™ Event

Who knew fundraising could be so much fun?! Here's everything you need to host a successful Bring Your Bling (BYB) event to benefit your nonprofit.



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## [Why host a Bring Your Bling™ event?](#)

Bring Your Bling events are a fun and easy way to raise money for your recognized charity without your donors having to write a check! Did you know most households have an average of \$800 in unwanted or unused gold and silver items?

So ask your donors to dig out those broken gold and silver chains, orphan earrings, and unwanted inheritances and put them to good use — that's Jewelry For Good!

You'll not only help raise money for your charity, you're also helping the environment. Recycling precious metals takes considerably less energy than mining raw ore, and produces far less waste. You're also reducing demand for conflict minerals, which helps alleviate human suffering.

What better reason to get your donors together than to help their favorite cause, help the earth, and help humanity, all at the same time!

## [When to host your event](#)

You need funding for all year round, so any time is a good time for a Bring Your Bling event.

Already hosting an event? Add Bring Your Bling to your gala!

And, the holiday season is an especially fun time for donors to dress up and bring their bling!

## [Where to host your event](#)

You can host your BYB event in any private location that can accommodate the number of people you expect to attend. For example,

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- A private home
- Your charity's office location
- A private dining room in a restaurant or club
- A private conference room in a hotel or conference center

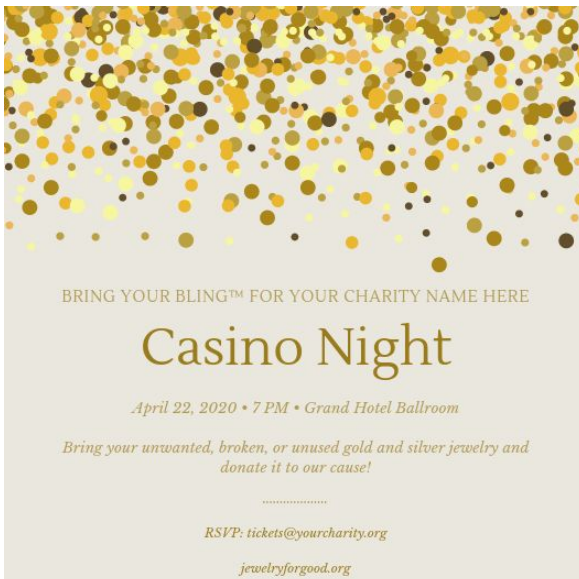
You'll want to be certain you know in advance the location of your nearest **FedEx** drop-off center. Make a plan to package the donations in **FedEx** packaging and bring them to **FedEx** as soon as possible, preferably immediately after the event. Or call **FedEx** to schedule a pickup (1-800-FEDEX).

For large, publicized events, you may wish to arrange for private security services.

## What to say

We're having a party! You can help us raise money for our cause, without even writing a check — what better reason to celebrate?

You'll find several easy-to-use, social media-friendly templates at [Canva.com](https://www.canva.com). Be sure to include a link to [jewelryforgood.org](https://www.jewelryforgood.org) for your guests to learn more.



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## [How to host a successful event](#)

Being organized in advance is the best way to have a great event!

### Timeline and Checklist

Four to six months in advance	<ul style="list-style-type: none"> <li><input type="checkbox"/> Book or confirm your location</li> <li><input type="checkbox"/> Plan your menu if there will be food and beverages</li> <li><input type="checkbox"/> Book catering services</li> <li><input type="checkbox"/> Book security services if required</li> </ul>
One to two months in advance	<ul style="list-style-type: none"> <li><input type="checkbox"/> Create your invitations (<a href="#">Canva</a> has great templates)</li> <li><input type="checkbox"/> Send invitations (email, <a href="#">evite</a>, Facebook, etc.)</li> </ul>
Two weeks in advance	<ul style="list-style-type: none"> <li><input type="checkbox"/> Confirm RSVPs</li> <li><input type="checkbox"/> Re-confirm caterer and menu</li> <li><input type="checkbox"/> Re-confirm security services if required</li> <li><input type="checkbox"/> Order or purchase your supplies on the list provided below</li> <li><input type="checkbox"/> Gather or create gold and silver decorations</li> </ul>
One week in advance	<ul style="list-style-type: none"> <li><input type="checkbox"/> Re-confirm headcount with caterer</li> <li><input type="checkbox"/> Remind guests to look for unwanted, broken, or unused gold and silver items in their home</li> <li><input type="checkbox"/> Purchase any dry goods that caterer is not providing</li> </ul>
Three days in advance	<ul style="list-style-type: none"> <li><input type="checkbox"/> Print donation forms for each attendee</li> <li><input type="checkbox"/> Review your supplies checklist</li> <li><input type="checkbox"/> Purchase any missing supplies</li> </ul>
Day before your event	<ul style="list-style-type: none"> <li><input type="checkbox"/> Purchase fresh food items</li> <li><input type="checkbox"/> Prepare foods in advance if needed</li> <li><input type="checkbox"/> Pack your supplies and have them ready</li> <li><input type="checkbox"/> Decorate with gold and silver decorations</li> </ul>

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<p>Day of your event</p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Arrive early</li> <li><input type="checkbox"/> Set up at least one hour in advance</li> <li><input type="checkbox"/> Greet your guests</li> <li><input type="checkbox"/> Explain how Bring Your Bling works</li> <li><input type="checkbox"/> Pass out donation forms and pens</li> <li><input type="checkbox"/> Share stories about the items you are donating</li> <li><input type="checkbox"/> Pass out ziplock bags</li> <li><input type="checkbox"/> Have bubble wrap, scissors and tape available</li> <li><input type="checkbox"/> Have attendees fill out their donation form</li> <li><input type="checkbox"/> Have attendees wrap their donation in bubble wrap just enough to keep it from rattling</li> <li><input type="checkbox"/> Have each attendee place their wrapped donation in a ziplock bag, along with their donation form, and close the seal on the bag</li> <li><input type="checkbox"/> Have each attendee clearly write their name and email address on their ziplock bag, using a black sharpie marker</li> <li><input type="checkbox"/> If an attendee needs more than one bag, have them write their name and email address on each additional bag. <i>They do not need to fill out an additional donation form.</i></li> <li><input type="checkbox"/> When all the donations are ready, put all the zip-lock bags into a <b>FedEx</b> shipping box, and pad with bubble wrap so it does not rattle</li> <li><input type="checkbox"/> Seal the box securely with packing tape</li> <li><input type="checkbox"/> Affix the prepaid <b>FedEx</b> shipping label to the box</li> <li><input type="checkbox"/> Explain to attendees that each will receive an email with a detailed donation receipt for their tax records</li> </ul>
<p>After the event</p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> <b>FedEx</b> the box of donations to Jewelry For Good:             <ul style="list-style-type: none"> <li><input type="checkbox"/> Drop off the box at your nearest <b>FedEx</b> location, or</li> <li><input type="checkbox"/> Call to <a href="#">schedule a FedEx pickup</a> <b>1-800-FEDEX</b></li> </ul> </li> </ul>

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## [How to host a successful event \(continued\)](#)

### Supplies you'll need

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  - Larger or smaller sizes
- Black sharpie marker(s)
- Bubble wrap
- Scissors to cut the bubble wrap
- Scotch tape for securing bubble wrap
- **FedEx** branded packaging (you can pick this up for free at any [FedEx location](#), or [order online](#))
- Packing tape to seal the **FedEx** package
- Food and beverages as appropriate for the event
- Plates, napkins, tableware, and glassware as needed
- Tablecloths if needed
- Gold and silver decorations

## [After the event](#)

Be sure to thank your guests for helping you host a successful fundraiser!

After you ship your donations to **Jewelry For Good**, turnaround time for [evaluating and processing](#) is approximately one week. Your guests should expect to receive an email from Jewelry For Good, with a detailed donation receipt for their contribution, within one week.

Checks are sent to your charity approximately two to three weeks after receiving your donations.

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## Questions?

Give us a call — we're happy to help! 833-BLINGGG (833-254-6444).

Or send us an email — [info@jewelryforgood.org](mailto:info@jewelryforgood.org).

Our team will respond within 24 hours.

From all of us at Jewelry For Good,  
**Thank you!**

# Bring Your Bling™ Donation Form

## INFORMATION FOR TAX PURPOSES

**Credit donation to:** \_\_\_\_\_  
*Nonprofit name*

**Donor:** \_\_\_\_\_  
*Print your name*

**State of Residence:** \_\_\_\_\_

**Phone:** (\_\_\_\_\_) \_\_\_\_\_ — \_\_\_\_\_

**Email address:** \_\_\_\_\_

*Please note: Jewelry For Good will process your donation once received and send the resulting funds to the charity named above. Just as with cash donations to a charity, all donations made will be considered final.*

*If any items in my donation are determined to be unrefinable, but still serviceable (e.g., functional costume or plated jewelry), I give my permission for Jewelry For Good to donate these items to the following charity (please select one):*

- Dress For Success - *helping women work toward self-sufficiency*
- Final Salute - *helping homeless women veterans transition to civilian life*
- Goodwill Industries - *provides job training*

**Donor signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
*Month Day Year*

## Thank you for your donation!