

Ready?

CHECK-LIST

Are we ready for fundraising for a Digital Starter weekend?

	YES / NO		WHO	DEADLINE	ACTION TO BE TAKEN
▶ Did we define who is in charge of fundraising?	<input type="checkbox"/>	<input type="checkbox"/>
▶ What kind to support are we looking for?	<input type="checkbox"/>	<input type="checkbox"/>
▶ What are the programmes we want to get supported?	<input type="checkbox"/>	<input type="checkbox"/>
▶ What do we want or offer ? What kind of partnership?	<input type="checkbox"/>	<input type="checkbox"/>
▶ What kind of companies do we want to target?	<input type="checkbox"/>	<input type="checkbox"/>

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	YES / NO		WHO	DEADLINE	ACTION TO BE TAKEN
▶ Do you have a PowerPoint presentation?	<input type="checkbox"/>	<input type="checkbox"/>
▶ Do I know how to present my organisation in 3 minutes?	<input type="checkbox"/>	<input type="checkbox"/>
▶ Do I know how to present myself in 3 minutes?	<input type="checkbox"/>	<input type="checkbox"/>
▶ Do we have a fundraising process?	<input type="checkbox"/>	<input type="checkbox"/>
▶ How do we keep track of our actions ?	<input type="checkbox"/>	<input type="checkbox"/>

What is your follow up process?

Notes: