

# Fundraising Committee Idea Form

Person submitting idea:

Today's Date:

Date idea to be implemented:

Primary purpose of the idea:    Raise cash for Westgate    Community Building    Other:

Summarize the idea:

Use of Funds:    General Operating Fund    Designated/restricted:

Who is the primary audience for the idea?

Are people or businesses outside of our Community involved? If so, who and how:

How will the idea be promoted?

What resources are required from Westgate (ie., money, staff time, etc.):

## Estimated Proforma:

	Worst Case	Best Case
<b>Revenue:</b>		
Ticket Sales (Qty:        ; Price:        )		
Silent Auction		
Sponsorships		
Other:		
Total Estimated Revenue		
<b>Cost</b>		
Venue		
Food/Beverage		
Rentals		
Promotion		
Other:		
Total Estimated Cost		
<b>Estimated Net Profit</b>		

Other information:

### Board Use:

\_\_\_\_\_ Date submitted to Board Liaison  
 \_\_\_\_\_ Date proposal emailed for review to Board members, Fundraising Committee Chair and Exec. Dir.  
 \_\_\_\_\_ Date comments should be sent back to Board Liaison  
 \_\_\_\_\_ Date when this proposal will be discussed, if needed  
 \_\_\_\_\_ Date response will be sent to idea submitter

Board's decision:

Other Board info/input: