

Student Fundraiser Handbook 2013



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(Suggestion: print these three pages as a guide)
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STUDENT FUNDRAISER - FEBRUARY 2013

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
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3	4 Kick-Off Assembly 930am	5	6	7	8 1st Deadline! All completed students will receive a UU Yogurt coupon card and be entered to win FREE UU Yogurt for one year!	9
10	11 Online letter writing is open!	12	13 Winner of FREE UU Yogurt for One Year is announced!	14	15 2nd Deadline! All completed students will receive a SWEATS PASS and be entered to win a GIFT CARD BUNDLE!	16
17	18 No Class	19 No Class	20 Winner of the GIFT CARD BUNDLE is announced! <i>(sweats passes delivered to third period)</i>	21 SWEATS DAY! (must have your sweats pass visible)	22 LAST DAY OF SFR 2013!! All letters and funds are due! Classes with 100% participation get a PIZZA PARTY!	23
24	25 GREAT TIME TO	26 COMPLETE LETTERS!	27 In Class Pizza Party!	28	1	2

FAQ: A Quick Reference Sheet for Students and Parents

What is it?

- The Student Fundraiser (SFR) is a student-led campaign with two main goals: reach full participation (100%) and raise \$100,000.
- \$50,000 will be used to assist students and their families who qualify for financial aid.
- The remainder will be used to support Jesuit in a number of important areas including Link Crew, Ignatian Retreats, student clubs and many more!

How do we do it?

- Each student is asked to compose a paragraph about his/her experience at Jesuit and provide ten names and addresses to which the letters can be sent. Letters can be sent to anyone the student knows (friends, relatives, past and present coaches, dentist, etc...)
- Students can also opt to collect \$100 in place of letters
- **Note for families with more than one student attending Jesuit: each family is asked to write a combined total of 10 letters or collect a total of \$100.**
- Students submit their paragraph and addresses via the Jesuit website and the Development Office prints and mails all the letters.
- **Family pets, other Jesuit students, random addresses, people or businesses not known to the student will not be accepted and will have disciplinary consequences.**
- Each third period class works as a team – complete letters online or submit money to third period teachers.

Why do we do it?

- To keep our school accessible and affordable to as many students as possible.
- To provide funds for various projects for students.
- Tradition – since the school was founded, there has been some type of student fundraising effort.
- Our participation builds a strong foundation for future Crusaders, supports our current students, and shows our gratitude.

When is it?

Monday, February 4 – Friday, February 22

All letters need to be completed or money collected between these dates.

See incentives and deadlines listed on the following page.

Will Jesuit ask the people to whom I write letters for more money in the future?

If a person only wants to give to the SFR, they will not be asked to give to other Jesuit fundraisers.

Are there other alternatives to asking relatives or friends for money?

Students can earn the money from parents, friends or relatives. If they have a part-time job, they could contribute a portion of the \$100. Each year, some students participate in this way. Don't be tempted to just "write a check". All students are encouraged to complete the paragraph and submit addresses.

You can find a Student Fundraiser Pre-Paid Sponsor Sheet on page 8 of this handbook. Please use only if collecting money - do not use if writing letters or submitting a check from your parents.

Our child attends a private school. Why should we ask our public school friends for support when it is our choice to attend Jesuit?

For years, a portion of your tax dollars have funded your public school friends and their children's education. Catholic education will always depend on the generosity of many people, not just those who attend our school.

Will donors receive an acknowledgement for their gift?

- The President acknowledges all gifts to the school in the Annual Report
- The Development Office sends individual thank you letters with the school's Tax ID number to each donor. By May we will provide a list of people who made a gift in response to your letters. It is our hope that these donors will receive a thank you note from you as well.

Questions? Please contact Emily Carlyle '06, Alumni and Development Associate at (503) 291-5407 or by email at ecarlyle@jesuitportland.org

Thank You!

INCENTIVES

- **A chance to win FREE UU Yogurt, one per week, for a year!**
Students who complete all 10 letters or collect \$100 by 2/8 will be entered to win!
ONE winner will be drawn.
- **UU Yogurt discount coupon!**
All students who complete all 10 letters or collect \$100 by 2/8
- **Gift Card Bundle!**
Students who complete all 10 letters or collect \$100 by 2/15 will be entered to win!
ONE winner will be drawn
- **“SWEATS DAY” Pass (Sweat pants can be worn with pass only on 2/21)**
All students who complete all 10 letters or collect \$100 by 2/15
- **In-Class Pizza Party! (In class on 2/27)**
3rd period classes reaching 100% participation by midnight on 2/22

How to Create Your Online Letters: Go to www.jesuitportland.org, click on **EVENTS** and select **Student Fundraiser**. You will arrive at the page below. This website page provides information for students and parents regarding the Student Fundraiser. When you are ready to begin, click on the link that says **“START WRITING LETTERS NOW - CLICK HERE!”**



- Financial Aid Luncheon
- Parents' Day
- Christmas Tree Sale
- Winter Daughter Dance
- Winter Night Party
- Winter Social
- Winter Productions

[Give Online](#)

[Home](#) > [Events](#) > Student Fundraiser

Student Fundraiser 2013

START WRITING LETTERS NOW - CLICK HERE!

[View Student Handbook Here](#)
(Complete with step-by-step instructions and calendar)

Thank you for participating in the 2013 Student Fundraiser! The money raised during this campaign helps support financial aid and also funds projects around campus that benefit the student body.

[Click here to give to the student fundraiser online!](#)

Important Dates to Remember:

- The Student Fundraiser begins on **Monday, February 4, 2013**.
- All students who complete 10 letters or collect \$100 by midnight on **Friday, Feb. 8** will receive a coupon card for UU Yogurt and be entered to win FREE UU Yogurt for one year!
- All students who complete 10 letters or collect \$100 by midnight on **Friday, Feb. 15** will receive a SWEATS PASS to be used on Thursday, Feb. 21. Students will also be entered to win a gift card bundle (Chipotle, Starbucks and iTunes!)
- No school on **Feb. 18 & 19** - this is a great time to complete letters!
- All third period classes that reach 100% participation by midnight on **Friday, Feb. 22** will receive an in-class pizza party on Wednesday, Feb. 27.
- The last day to submit letters or turn in money is **Friday, Feb. 22**.

START WRITING LETTERS NOW - CLICK HERE!

Questions? Please contact Emily Carlyle '06, Alumni and Development Associate, at

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CALENDAR

JAN 15

JAN 16

JAN 18

JAN 19

You have arrived, start writing your letters! Please complete all sections!

Student Fundraiser Letter

Please enter your full name, class year, and 3rd period teacher. Type a paragraph explaining what you like about Jesuit High School. **This form needs to be completed a total of 10 individual times (one for each person you are writing).** Please keep track of how many letters you submit.

Student's First and Last Name*

You will be asked to re-enter this information for each letter. The program will not save this information.

Class Year*

Student's 3rd Period Teacher*

Please explain how Jesuit High School has made a positive difference in your life. Please limit your response to one paragraph (i.e., "My time at Jesuit has been positively influenced by...") and use complete sentences and correct spelling and punctuation.

Paragraph*

Quick Tip: Remember to copy this section before you submit the form so you won't have to retype this paragraph for each of your 10 letters.

Compose your short paragraph about "why you like Jesuit," be specific about your experiences. ***Proof read before you proceed, there is neither spell check nor grammar check on this website. Copy this paragraph before clicking submit, you will later paste it into your next letter.***

Where should the letter be sent? (Addressee information)

First Name of Addressee*

First name of the person you are writing to (what do you call them? i.e., Grandma, Mrs. Smith, etc.)

Formal Name of Addressee*

Use first and last name (e.g., Mr. & Mrs. Steve Jones, Ms. Nancy Baker, etc.)

Under "First Name" enter how you would typically address that person based on your relationship with him/her: Grandma, Uncle Jack, or Mr. Smith.

Address*

City*

State*

Zip Code*

Submit

Please send a confirmation email to the address below*:

Remember, family pets, other Jesuit students, random addresses/people/celebrities/businesses not known to you will not be accepted and will have disciplinary consequences.

Your email address is also required, if any field is not completed, an error message will appear. When finished, click submit and continue until your ten letters are completed. *You will receive an email confirmation after each successful entry.*

Once you submit your first letter, you will be taken to a screen to begin your second letter and so on...
At the top of the screen there will be a notice that says:

“Thank you for submitting your letter. You will receive a confirmation email shortly. Remember you need to submit a total of 10 letters to complete this project. For your class to qualify for 100% participation everyone needs 10 letters or \$100 - you will not receive full credit until 10 letters have been submitted. If you have any questions, please contact Emily Carlyle at ecarlyle@jesuitportland.org or 503-291-5407.”

Your email confirmation will be sent to whichever address you gave during the process. We suggest that you keep a record of this to verify that your letters have been submitted.

Your teacher will receive weekly reports informing him/her when you have complete your letters. If there are any errors you may be asked to resubmit them for full credit. Your letters will be returned to you for your signature during your third period class the first week of March in order to personalize them.

Sample Student Letter

Ms. Jane Doe
123 Main Street
Portland, OR 97225

Dear Jane,

I am writing to you to ask for your support. Each year the students of Jesuit High School conduct our own student led fundraising campaign. It is through our collective efforts, like those before us, to raise funds for many Jesuit programs and projects. Our school keeps tuition as affordable as possible to as many as possible, but tuition alone does not cover the actual cost of education. Therefore, fundraising is necessary. The money I raise will support such needs as financial aid, student clubs, Link Crew and various Ignatian Retreats, to name a few.

SAMPLE

Attending Jesuit has been an amazing experience! I am surrounded by a supportive community that pushes me to do my best at everything I attempt. I have enjoyed going on the many retreats offered, attending Friday Mass and running track in the spring! Next year, I plan on joining Drama Club and also trying out for the fall play. I am so grateful that I have the opportunity to be a Crusader.

Thank you for your generous consideration! Your gift will help me and my fellow classmates continue to receive the quality education and life changing opportunities experienced here at Jesuit!

Sincerely,

John Smith

P.S. Last year, our Student Fundraiser raised over \$120,000 for Jesuit. Our goal this year is for all students to participate, 100%, and exceed our financial need of \$100,000. If your company has a matching gift program, your gift can be doubled. **Please return the bottom portion of this letter with a check, made payable to Jesuit High School, in the enclosed envelope.** Your gift is tax deductible.

Student Name: John Smith **Class Year:** 2012 **3rd Period Teacher:** Fr. Adams

Thank you for your gift! Please check one: \$250 \$100 \$50 \$25 \$10 Other \$_____

Relationship to student: _____ If Jesuit alum, indicate your class year _____

Enclosed if my employer's matching gift form.

Please make checks payable to Jesuit High School.

Ms. Jane Doe
123 Main Street
Portland, OR 97225

Return this slip with payments to:
Jesuit High School
9000 SW Beaverton-Hillsdale Hwy.
Portland, OR 97225

STUDENT FUNDRAISER PRE-PAID SPONSOR SHEET

Use only if collecting money – Do not use if writing letters or bringing a check from your parents!

- Please make checks payable to **Jesuit High School**
- Complete and return this form with your check(s) totaling \$100
- To make sure your donors receive tax credit, we need their names, address, and contact info on this sheet. **Do not have your parents write a check to cover any cash or checks you receive from other people – turn everything in together.**

Student Name: _____ Class Year: _____

Third Period Teacher: _____ Total \$ Collected: \$ _____

Name	Name
Address	Address
City/State/Zip	City/State/Zip
Amount paid: \$	Amount paid: \$

Name	Name
Address	Address
City/State/Zip	City/State/Zip
Amount paid: \$	Amount paid: \$

Name	Name
Address	Address
City/State/Zip	City/State/Zip
Amount paid: \$	Amount paid: \$

Name	Name
Address	Address
City/State/Zip	City/State/Zip
Amount paid: \$	Amount paid: \$