

## **A Guide to Raising Funds for RNFOO through the *Shared Gala Ticket Program***

The [RNFOO Annual Fundraising Gala](#) is a celebration of nurses and nursing in Ontario. The event, held on the Wednesday evening before Nursing Week brings leaders of the Ontario nursing community, nurses, and nursing students together for an elegant evening of networking and building community, while supporting the only organization solely dedicated to providing support to nurses and nursing students in Ontario who are pursuing educational studies, conducting nursing and health care research, and supporting community health initiatives.

Purchasing tickets to the RNFOO Gala is an excellent way to support nurses and nursing students in Ontario. However, for some people, the \$180 ticket price is outside their budget, (even though approximately half of the amount is eligible for a charitable donation receipt). The [RNFOO Shared Gala Ticket Program](#) provides a way for a small group of people to provide more modest support to the Foundation, while offering one member of the group an opportunity to attend the event.

One person (“The Organizer”) finds 9 people (or 8 friends, if the organizer wishes to participate) all of whom are willing to make a \$20, tax deductible donation to RNFOO. After each person has made their donation through the [RNFOO website Donation page](#), (check with the RNFOO staff to confirm that the donations have been received from all participants) the Organizer then finds an equitable way to choose which member of the group will attend the Gala (eg draw name from a hat, choose a number between 1 and 25 and have participants choose).

Once the attendee has been identified, the Organizer then proceeds to the [RNFOO website Gala Registration page](#) to register the attendee (please note: information about food allergies is required). When completing the registration, the Organizer should choose ‘Register as an Individual’, and proceed through the registration process as directed. For payment, choose ‘Mail in Cheque’ and be sure to note in the ‘Special Note field’ that the registration is for the “Shared Ticket Program”. In order to qualify for this designation, you will have to submit the completed “Multiple Donor Form (MDF)”.

The RNFOO Gala Committee would like to thank all Organizers for your efforts to support the Foundation.

### Possible Variations:

- Instead of 9 people donating \$20 each, ask 8 people to donate \$25. The extra \$20 will be well used by the Foundation.
- Double the amount of the donation you collect, or double the number of participants, so that you can fund 2 tickets to the Gala. It is great to be able to enjoy the evening with a friend.
- Collect donations from friends, totalling at least \$180, and sponsor an award winner or other nursing student to attend the Gala.

### Program Summary:

1. Find 9 (or 8) donors willing to make tax deductible donations to RNFOO.
2. Record the names and e-mail addresses of donors on the MDF<sup>1</sup>
3. Confirm that donations have been made
4. Determine attendee – identify them on the MDF
5. [Register](#) the attendee for the Gala, selecting “Mail in cheque” for payment
6. Submit the MDF form to RNFOO by e-mail to [info@rnfoo.org](mailto:info@rnfoo.org) or by post to 7270 Woodbine Ave, Suite 305, Markham, ON, L3R 4B9

<sup>1</sup>Multiple Donor Form