

# Fundraising Planning Calendar (Months 1-6)

Organization \_\_\_\_\_

Year \_\_\_\_\_ Total FR goal: \$ \_\_\_\_\_

*This calendar works best if you reproduce it on a chalkboard, white board, or large pieces of paper taped to the wall. Adjust the spacing as needed; for example, if you write a lot of grant proposals, you will need more space to mark down application and reporting deadlines for all prospective funders. (Some groups include even more details: grant research, preliminary phone calls, trips to meet funders, etc.) Ideally, 3-5 people should prepare the first draft of this calendar, then share it with program staff and board.*

**Action steps:** (Include person responsible)

Fundraising Strategy	\$ Annual Goal	\$ Cost	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6
<b>1. Foundations</b>								
<b>2. Business, Civic Groups</b>								
<b>3. Government</b>								
<b>4. New Members</b>								
<b>5. Membership Renewals</b>								



<b>Fundraising Strategy</b>	<b>\$ Annual Goal</b>	<b>\$ Cost</b>	<b>Month 1</b>	<b>Month 2</b>	<b>Month 3</b>	<b>Month 4</b>	<b>Month 5</b>	<b>Month 6</b>
<b>6. Special Appeals</b>								
<b>7. Board Giving</b>								
<b>8. Major Donations</b>								
<b>9. Workplace Giving</b>								
<b>10. Events</b>								
<b>11. Earned Income</b>								
<b>12. Interest</b>								
<b>13. Other</b>								



## Fundraising Planning Calendar (*months 7-12*)

Year \_\_\_\_\_

Total FR goal: \$ \_\_\_\_\_

Action steps by month: (*Include person responsible*)

Fundraising Strategy	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12
<b>1. Foundations</b>						
<b>2. Business, Civic Groups</b>						
<b>3. Government</b>						
<b>4. New Members</b>						
<b>5. Membership Renewals</b>						



Fundraising Strategy	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12
<b>6. Special Appeals</b>						
<b>7. Board Giving</b>						
<b>8. Major Donations</b>						
<b>9. Workplace Giving</b>						
<b>10. Events</b>						
<b>11. Earned Income</b>						
<b>12. Interest</b>						
<b>13. Other</b>						

