FIRST Fundraising Toolkit

Section 6

Creating a Team Booster Club

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Fundraising Toolkit Introduction

- Grant from the Argosy Foundation

**Focus:**
- Provide teams with materials to fundraise
- Help teams develop local relationships
- Highlight successful fundraising methods
- Increase sustainability of teams
Fundraising Toolkit – Section 6

Goal:
- 501(c)3 Alternatives
- Creating a Team Booster Club

Overview:
- Creating a Booster Club for FRC 2220
- Steps taken to create the Booster Club
Introductions

- Jim Lynch
  - Faculty Advisor
  - FRC 2220
  - 10 FTC Teams
  - Technology Specialist

- Penny Anderson
  - Booster Club Founder
  - STEM Career Fair Coordinator
  - Librarian & Database Specialist
Why did FRC 2220 create a team Booster Club?

• To help with administrative tasks
  ▪ Carpools and Snacks
  ▪ Student Fundraisers
  ▪ Parent “Barn Raising” build of field elements
  ▪ Socials

• To encourage parent involvement

• To open up new funding sources
Creating a Team Booster Club

- Why didn’t the team create a formal 501(c)3 organization?
  - Time
    - Form 1023, over 100 hours to complete and 2-12 months for IRS approval
    - Join Parent Booster USA, takes a few minutes to complete with immediate IRS approval
  - Expense
    - Form 1023 – One time fee of $850
    - PBUSA - $195 first year, $95 annual renewal fee
Creating a Team Booster Club

What are the benefits of creating a Booster Club?

- Allows technical mentors to focus on students and robot-related tasks
- Incorporating decreases personal liability and increases credibility
- 501(c)(3) status opens doors to funding
Creating a Team Booster Club

- What are the challenges of creating a Booster Club?
  - Developing a system for annual filings
  - Writing the bylaws
Creating a Team Booster Club

What process did the team use?

- Obtain a Federal EIN

- Join Parent Booster USA
  - [www.parentbooster.org](http://www.parentbooster.org)

- Incorporate
  - File with your Secretary of State
Creating a Team Booster Club

What process did the team use?

• Draft Bylaws

• Apply for State Sales Tax Exemption
  ▪ State Department of Revenue

• Apply for permission to solicit funds
  ▪ Attorney General
Creating a Team Booster Club

Do you have any tips for teams who may want to create a Booster Club?

- Fundraise Legally
  - Avoid individual fundraising accounts & other pitfalls

- Open meetings and personal invites are key

- Communications
  - Create an intranet to house documents and online sign-ups
  - Use Google Docs or Skydrive to create sign-up sheets

- Reach out for help. You are not alone!
Questions?
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Special Thanks:
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  • Penny Anderson – Founding President, EHS FIRST Robotics Booster Club