

Know Your Government Conference Steering Committee Fundraising Guidelines

As a member of the KYG Steering Committee, you know the importance of the KYG experience and how it strengthens the connection between youth and politics, government and judicial processes. By participating in judicial, legislative and/or reporter opportunities, you understand the importance of the KYG experience for others. While conference attendees pay for their own fees, we rely on donations from business and individuals to help keep costs at a minimum for those who attend and to continue the KYG Conference for many more years.

KYG Steering Committee members are being asked to fundraise for the KYG Conference. It is suggested each Steering Committee member raise \$200 per year. This is not a requirement for committee membership. Here are a few suggestions and guidelines to help you.

- A letter and donation form will be provided from UI 4-H Youth Development which includes details to help you with specifics about donation. These materials are meant to be used as handouts; when talking to potential donors use your own words and experiences.
- Before you start looking for donors, visit your local UI Extension office and talk to 4-H Professionals about their ideas. They will know who is currently donating to the local 4-H program and if they should or shouldn't be contacted again, they will be able to give you names and contact information of who might be interested in donating and can make copies of the letters and donations forms you might need. Some local contacts might include:
 - Elected officials; county commissioners, judges, law enforcement, etc...
 - Local lawyers, city councilmen and others who are involved in judicial and legislative matters
 - KYG alumni; could include young adults who attended and adults who might have served on a past KYG committee or attended as chaperones
 - Service and civic clubs; Rotary, Kiwanis, Elks, etc...
- Approach donors face-to-face; the Steering Committee's responsibility is to contact local individuals, clubs and business, not large corporate donors. If you find a large donor who needs more information, contact Donna R. Gillespie at donna @uidaho.edu and she will put them in touch with the UI CALS Development Office.
- Develop your own "Elevator Speech" to share with potential donors. What your role is at the KYG Conference, how your experience as an important team member of the Steering Committee has influenced you, why you want other youth to have these experiences. Share the KYG mission; "Empowering youth to be well-informed citizens who are actively engaged in their communities and the world." General information about your total 4-H experience is also valuable to share.
- Donors can go to the website listed in the letter to give, can mail in their payment using the donation form or give the money to you. Any funds collected by you personally need to be sent, with the completed donation form, within three days to the address listed. It is crucial that you have an accurate record of any funds you receive and when they were mailed to Moscow.

If you have any questions, please contact Donna R. Gillespie at 208-312-4109 or donna@uidaho.edu.
Thank you!