



Mother's Day or Father's Day Breakfast

Running a Mother's Day or Father's Day breakfast is an excellent way to raise funds and get the community involved in what you're doing over the summer, while showing your appreciation toward parents.

Planning your Mother's Day or Father's Day Breakfast

Before the day:

- Details:
 - Brainstorm what kind of Mother's Day or Father's Day breakfast you want to have? *Consider the time/date, location/venue, food/drinks, equipment/resources, how many guests you aim to have at your fundraiser, etc.*
 - Decide on a budget, taking into consideration:
 - The cost for printing posters and any other supporting promotional materials you may need for promoting your event
 - The cost of food and beverages
 - The cost of the venue
 - Will you decide to have a little gift for the Mother's or Father's *e.g. chocolate or flowers? How much extra will this cost? Will you be able to still make a profit?*
 - Decide on a few viable dates
 - Decide on a venue

Is it going to have lots of people? Not many people? Do you need a guest list? What size venue will you need for this? Will people stay for long? Do we have to have restrooms?

- Promotion:
 - Create posters with all the relevant information
 - Date
 - Time
 - Venue
 - Contact details
 - Cost
 - RSVP date (if you are needing RSVPs) so that you can get an estimate of the number of people that are coming
 - Distribute posters: *mailbox drop, at your local church, on social media, etc.*

- Food:
 - Based on the numbers from the RSVPs figure out:
 - How much will you sell the tickets for?
The tickets should include, and cover the costs for the breakfast for the guests.
 - What food do you want to sell? How much food are you going to need?
e.g. bacon, eggs, avocado, toast, pancakes, waffles, toppings, sauces, etc.
 - What drinks do you want available for purchase? How many are you going to need? *e.g. juice, tea/coffee, etc.*
 - Order and purchase/print/acquire the required items:
 - Signage, banners, posters, magazines
 - Posters promoting what you're raising funds for
 - Menus

- Resources and Equipment:
 - Will you have designated seating arrangements?
If so, what does this look like?
 - Cash box and float
 - Cleaning equipment
 - Paper towel
 - Disinfectant spray
 - Organise volunteers to help with:
 - Helping in the kitchen
 - Preparing and cooking the breakfast
 - Set up decorations *if you choose to have any*
 - Collecting money
 - Pack up and clean up
 - Running small activities within the fundraiser, such as croquet, lawn bowls, embroidery, or a photo booth

- OPTIONAL: Organise the equipment or resources you will require for activities that want to run during your Mother's Day or Father's Day Breakfast.

On the day:

- Set everything up for the fundraiser
 - Tables, seating, decoration, etc.
 - Food and beverages
 - Any additional activities you choose to run
- Ensure the food and beverages are ready
 - What time will you be serving food? What does this look like?
Consider having a menu or schedule to give to the guests, which will also help you with organising your timeframe of when the food needs to be cooked.
 - How will you serve the food? What do you need to serve this way?
- Brief volunteers on their job roles
 - Organise volunteers to be where they need to be

- Cooking
 - Greeting guests/showing guests to their tables
 - Setting things up
- Monitor the event
- Pack everything away at the end

Timeline for Mother's Day or Father's Day Breakfast							
Week 1	Planning/ Decision Making	Calling/ preparing venues	Plan any additional activities			Prepare posters to be send out	Send out posters Use guest list to track how many guest you have
Week 2	Organise volunteers (from now)	Organise seating	Prepare any additional activities				
Week 3						Purchase/ acquire the required equipment	
Week 4	Finalise what food and drinks are required	Finalise Seating		RSVPs back now	Buy food + drinks (or tomorrow)	Make sure the food is ready	Breakfast day!!!

Prerequisites

The only thing that you will need to know to be able to complete this fundraiser is to be able to cook on either a BBQ or on a stove. If you are unsure on how to cook the food, consider looking on YouTube different cooking guides when using a stove or BBQ. Otherwise, you could ask for assistance from an adult or parent who can help you with cooking food on the BBQ or stove for your fundraiser.

Cost

When deciding on the cost per ticket for your event, take into consideration how much the food costs and how much it costs per serving. Factor in the costs for the venue (i.e. a donation for your church) as well as any other resources and equipment you need.

