

What do we Need?

PEOPLE	PHYSICAL	MONEY	OTHER
<p>Volunteers, Planning Team (Who will help lead this event?), Experts/Guest Speakers (if applicable), The people you are serving</p>	<p>Location, Supplies or equipment for the service, Food, Signs/Decorations, Other (Chairs, tables, canopies, etc.)</p>	<p>Budget (What money do you already have to spend on this?), Donating/Fundraising (Are there more funds/resources you need?)</p>	<p>Marketing skills & materials (Flyers, social media posts, emails), Logistics (Transportation, trash cans, restrooms, first aid kit), Legal stuff (if applicable, do you know where to find permits, insurance, waivers, etc.)</p>