



Host a House Party for Village Gardens



**Gather your friends and host an
informal fundraiser to help support and
celebrate Village Gardens.**

This packet will help you get started.

Why host a house party?

1. To raise money to support Village Gardens ' food equity work in New Columbia, Oregon's largest affordable housing neighborhood.
2. To help Village Gardens reach new donors, volunteers, and friends.
3. To be a part of ensuring every person in Portland can choose how to feed themselves and their loved ones.
4. To share food, gather your friends and have fun while making a difference.





Setting up some goals

1. Set a specific dollar amount goal to raise. Then you can measure the success of your party. Think of a goal that is a stretch but not impossible!
2. You can ask people to “donate their age”.
3. If you are having a party for your birthday, instead of gifts, ask people to “donate your age”.
4. Ask people to become a monthly donor at any amount.
5. Get people to sign up to volunteer or host their own house party.
6. Get everyone to follow and engage with Village Gardens on facebook and Instagram.

Get started

1. Let us know you want to host!
Get in touch with us at vgardens@janusyouth.org.
2. Pick a date. Wednesday or Friday evenings or Sunday afternoons are great.
3. Build a guest list (friends, family, neighbors, coworkers). Invite about 4 times as many people as you would like to attend.
4. Decide how to feed people (potluck, you cook and host, get a donation from a restaurant).
5. Figure out a central spot where folks will be able to gather to hear you/others share stories.
6. Think about whether a themed party or competitive cooking potluck might get folks more excited to come.
7. Send out invitations (evite, email or cards) —make sure folks knows it's a fundraiser for Village Gardens. Ask people to RSVP so you can plan.
8. Make follow up calls and reminders to see who is coming.
9. **Figure out your ask/pitch.** How are you going to ask your friends to donate? Get in touch and we can help you—vgardens@janusyouth.org.

Timeline

1-2 weeks before :

- make sure you have food, drinks, plates etc.
- make sure you have any brochures and info from Village Gardens. Figure out who is going to speak (you, a rep from Village Gardens, or a passionate supporter)
- Make sure you have a way to collect donations (you can put out envelopes, or even better just have a laptop or tablet out with the Village Gardens donate page ready to go.

Day of:

- Welcome guests and ask them to write down their contact info on the sign in sheet.
- Guest mingle, enjoy food and drink
- Host addresses group, welcomes them, introduces why they are here, 5-10 minute presentation about Village Gardens explaining mission/goal.
- Host shares that they are a donor and ask others to donate too.

Next day: Thank everyone personally with a hand written card, by phone or by email!

**Thank you for hosting a house party to
support Village Gardens.**

**We are more than happy to help you
with party planning and hosting ideas.
Please get in touch if you have
any questions.**

vgardens@janusyouth.org

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