

5 Steps to Successful Procurement!

1. GET IDEAS

The Giddens community values the intangibles... unique experiences, activities for kids, vacations, sports or theater – see the wish list for more!

2. SPOT PROSPECTS

Every conversation, every meeting, every errand and every outing...opportunities to procure are everywhere!

3. JUST ASK

As the old saying goes, “if you don’t ask, you don’t get.” The more potential donors you ask, the more items you will get. Be specific with your ask and be ready to briefly share about Giddens – see below for the list of good-to-know tips.

4. CLOSE THE DEAL

Have forms with you so the donor can commit right then and there. Or, send a quick link via email to the donation form.

5. GIVE THANKS

While every donor will receive a thank you from the auction team, a personal email or thank you note from you is a nice touch.

GOOD TO KNOW

- Face to face yields higher success rates.
- If you email the "ask," add personal details about the business or person.
- Speak to someone who can make the decision.
- If they're unavailable, find out when they'll be available and try again.
- Share "what's in it for them."
- Provide information about Giddens and why we are raising funds and who funds the support.
- Be specific with your ask in the form of a donation or gift.
- Include a donation form and/or link to the donation form along with your contact info.
- Follow up with a phone call, email or personal note.