RAISING MONEY FROM WEALTHY INDIVIDUALS FOR YOUR PROJECT

A Workshop by Chris Palmer School of Communication, American University (palmer@american.edu; (202) 885 3408 www.environmentalfilm.org

1. Building a compelling case for your project:

- A. The case outlines your vision; it must be exciting and challenging.
- B. It must explain why you are uniquely qualified to undertake this project.
- C. It must contain _____, and be laced with _____.
- D. It must describe the expected ______ and _____ from your project; what will be accomplished?
- E. It must describe the impact of your project in human terms; how will your project make a difference?
- F. Above all, the case for your project must solve a ______, change lives, and transform society for the better.
- G. If you are requesting the individual to make an investment (as opposed to a gift), then you will need to present pro formas showing the expected return.

2. <u>Identifying prospects:</u>

- A. Be alert at all times; constantly seek out wealthy individuals and people who are the gatekeepers of wealth.
- B. Ask your existing ______ to introduce you to their wealthy friends.
- C. Be on the look out for potential donors you might meet at any time.
- D. Invite prospects to relevant events such as conferences, meetings, brainstorming sessions and treatment reviews.

3. <u>Don't start by selling!</u>

- A. Start by ______ and _____.
- B. Listening is a skill; it can it be learned.
- C. Don't talk to be understood; rather listen to understand.
- D. Listen 70% of the time; talk 30%.
- E. Active, reflective listening; listen with your ears and your eyes.
- F. Don't make an ask until you have built up ______.
- G. Tune in to the donor as a person with ideas and feelings, not as a source of money.

4. <u>Building rapport</u>:

- A. You are not selling a project; you are selling a _____; donors give to people they trust and respect.
- B. Be their _____; donors give to people they love.
- C. Asking for a gift for your project is not about raising money; it is about nurturing and helping people find meaning and purpose.
- D. Focus on human values, dreams and aspirations; talk about their concerns.
- E. What you say and what you do; verbal and non-verbal skills; non-verbal skills include appearance, posture, eye contact, vitality level and facial expressions.
- F. Learn about their deepest longings, what they really want and what is most important to them.
- G. Involve them in your work; reach out and "put your arms around them."
- H. Always listen (and take mental notes to be transcribed afterwards).
- I. Be ultra-responsive.
- J. Project optimism and confidence.

- K. Let them get to know you, the real you.
- L. Be loyal to those _____; always be positive.
- M. Match and mirror moods and body language.
- N. Seek common ground and shared experiences.
- O. Make them feel special and important because they are special and important.
- P. Deeply enjoy the uniqueness of each individual donor.
- Q. Develop affection for the prospect; without it, success will be elusive.
- R. Use their name; use familiar language; avoid jargon and acronyms.
- S. Avoid manipulation; instead make an authentic, sincere and genuine connection.

5. <u>The "Moves management" cycle</u>:

- A. The cycle: identify, attention, interest, involve, desire, conviction, action.
- B. Better to work on 10% of the donors who give 90% of the gifts, rather than the reverse.
- C. Focus on the _____ donors.
- 6. <u>Donors don't give to needs or to needy people</u>:
 - A. Don't sell _____.
 - B. Instead sell solutions, competence and the vital importance of your project.
 - C. Sell changing lives and changing society, making the world a better, more humane place.
 - D. Your job is to empower the donor to do great things for a noble cause.
 - E. You are helping the donor find and relish the joy of making a gift that will leave a legacy for future generations.
 - F. The donor receives far more in value than the value of the gift.

7. <u>Preparing for a cultivation visit with a donor:</u>

- A. Learn all you can about the donor.
- B. Meet with colleagues (if appropriate) to discuss strategy and to rehearse.
- C. Slick selling techniques don't work and always backfire.
- D. The only successful way to raise money is to build a relationship with the prospect based on integrity, sincerity, high standards, entrepreneurial zest, unflagging ______, and a passionate commitment to your project.
- E. Think about giving the prospect small, appropriate gifts, such as one of your previous products.
- F. Be prepared to be flexible in the meeting and to change your strategy as you share information with, and gather information from, the prospect.

8. <u>Making an ask</u>:

- A. When is the right time to ask? Answer: When you know the prospect's capacity, interest, relationship and priorities.
- B. Don't send a proposal ahead of the meeting; bring it with you and leave it behind if appropriate.
- C. Don't talk too much; listen carefully.
- D. What to say.
- E. Use language powerfully; you are offering a great opportunity.
- F. Be patient; it is vital to have the participation of the prospect in the ask.
- G. You are in a dance, a coordinated set of actions between you and the prospect; it is a joint process of discovery.
- H. Have the courage to make an ask.
- I. Always ask for a ______ amount for a _____project; don't use a range, otherwise the floor becomes the ceiling.

- J. Be creatively redundant i.e., repeat key points.
- K. The pause after the ask.
- L. Welcome objections.

9. <u>Keeping careful notes</u>:

- A. Don't take notes during the meeting; it doesn't look good.
- B. Write up notes ______ after each meeting.
- C. Share your memo with your key partners.

10. <u>Thanking the donor</u>:

- A. Call immediately to calm post-gift anxiety; call from the airport.
- B. How to write a warm, effective letter (sincere, simple, emotionally charged).
- C. Why people don't write thank you notes: unfortunately they believe it is inconvenient, it makes no difference and it takes time.
- D. The importance of speed and responsiveness.
- E. You cannot thank a donor enough.
- F. Remember Thanksgiving, birthdays, Valentine's day, etc.
- G. Keep in regular contact; send articles, scripts, updates, schedules and so on.
- H. The best cultivation is a good ______.
- I. Post-gift stewardship; keeping them informed; "get in their way."
- J. See them again soon after receiving their gift and ask for ______.
- K. A common mistake: taking existing donors for _____; you have to rewin your donors every day.

- 6 -

11. <u>The best response to "No":</u>

- A. Learn why, and distinguish the different kinds of "No"; listen carefully.
- B. Often the real concern is not conveyed in the words that the donor uses.
- C. Reason for "No" might be: spouse, ask is too small or too big, no trust, failure to ask, no passion, or mismatch of interests.
- D. Thank, and express disappointment with dignity and ______.
- E. Show cheerfulness, resiliency, tenacity and understanding; keep the door open.
- F. If potential is still there, stay in touch as if the donor had given.
- G. Be ______ and _____.
- H. Don't take "No" personally.

12. <u>Staying in touch with donors:</u>

- A. It is vital to stay in contact regularly by phone, mail, email, gifts, cards, visits, etc.
- B. Send regular updates about your project, even if only a few lines.
- C. You need a system to remind yourself to make ______ contact; e.g., send a letter once a week to prospects whose names begin with two letters of the alphabet.
- D. You need to consistently reinforce your identity with the donor.

(- more -)

on me because:		
(b) Some of the things	a Lean do to hacome more like that noncon any	
(b) Some of the things	s I can do to become more like that person are:	

Answer:		

conser	hould a donor give to you versus someone else? What makes you an vation project unique?
Answe	er:
7 1115 WV	4

Answer:	 	

- 10 -

Answer:	 	

<u>What ar</u>	e the first steps yo	ou will take to	<u>day?</u>	
Answer				

Please call or email me if you have any questions or comments:

Chris Palmer Phone: 202-885-3408 E-mail: <u>palmer@american.edu</u>

Answer key:

- 1. passion, stories
- 1. results and benefits
- 1. problem
- 2. donors
- 3. listening and understanding
- 3. trust
- 4. relationship
- 4. best friend
- 4. absent
- 5. biggest
- 6. needs
- 7. enthusiasm
- 8. specific, specific
- 9. immediately
- 10. giving experience
- 10. nothing
- 10. granted
- 11. empathy
- 11. patient, persistent
- 12. regular

Fund Raising Workshop for projects