

Breakfast



Table Captain Packet

Dear Table Captain,

Thank you for joining the Bremerton Foodline in filling a room with supporters and community members who are committed and interested in providing food security to all our Kitsap County neighbors. This event is an essential fundraiser for us, and it's an excellent opportunity for the BFL to educate and inspire people about the profound impact we have in the lives of the families we serve.

Table captains are a vital component to the success of this event. As "event ambassadors," Table Captains commit to supporting BFL by filling a table of 8-10 (including yourself) to learn more about the BFL mission to end food insecurity. Most guests will come because they are personally invited by someone they know.

The breakfast is complimentary to Table Captains and their guests. Although, it is our biggest fundraiser event, everyone will be asked to consider making a charitable contribution on the day of the event. There are no minimum or maximum gift requirements. Our recommended minimum donation is \$100. A \$100 donation will help cover breakfast event expenses while supporting our fundraising effort. Table Captains do not have to solicit donations. Your primary job is to share your passion for the mission and invite others who also care about our mission.

This packet will provide everything you need to make recruiting guests easier and more enjoyable. If you have any questions, please contact cori@bremertonfoodline.org or (360) 479-6188 option 6.

Thank you for helping us make the 1st Annual Bridging the Gap Breakfast as successful as possible!

Gratefully,
Cori Kauk, Table Captain Coordinator
360-479-6188 option 6 / cori@bremertonfoodline.org

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Bridging the Gap Overview

What: Bridging the Gap 1st Annual Breakfast Fundraising Event

When: Tuesday, April 23, 2024
7-8:30am

Where: Kitsap Convention Center
1000 Washington Ave, Bremerton

Why: Raise \$65,000, which will provide healthy and culturally appropriate food, hygiene supplies, expansion of client service hours, food drive coordination, and capital maintenance/improvements. The Bridging the Gap Breakfast is our biggest planned fundraiser event for 2024. There will be an ask at the event and although there are no minimum or maximums gift requirements our recommended minimum donation is \$100. We are thrilled to have the opportunity to educate and inspire our community about our valuable programs and services.

Event

Mission: Share impactful and moving stories about the different ways your support helps BFL meet its mission. Build new friendships and rekindle old friendships and connections.

Bremerton Foodline Overview

Mission: Food Security for All. To provide food assistance and other services to reduce hunger and improve self-sufficiency for those within our community.

Programs: Self-select grocery store that includes: fresh produce, dairy and meat products, culturally thoughtful options, hygiene items, canned goods, grab and go meals, and holiday essentials. BFL is a Redistribution Organization and reallocates over a million pounds of food to Kitsap and Mason County Food Pantries.

Service Area: We are a low barrier food bank and welcome anyone in from anywhere. Our general service area is Kitsap County. We believe that food is a right and that no one should be hungry and no one should have to beg for food.

Tips for Recruiting Guests

Be YOU! And share your passion and interest in the Bremerton Foodline's mission to end food insecurity.

1. Create a list of potential guests.
 - a. Friends and Family
 - b. Co-workers
 - c. Neighbors
 - d. Church or Service Group connections
 - e. Clubs or Activity Groups
2. Develop your invitation plan. What's the best way to invite each guests?
3. Start early... don't put your inviting off until the end.
4. Share your personal connection to Bremerton Foodline and why you support the organization.
5. Some Table Captains make a contribution at a level that covers their table (approximately \$800 per table) and encourage guests to come and learn about the Bremerton Foodline. Guests then are invited to contribute if they feel so moved.
6. We can provide you with invitations you can share or distribute when you attend community meetings and activities like: Rotary, Kiwanis, Chamber, PTA
7. Ask for help! If you are having a hard time we can help.

Timelines and Deadlines

The Bremerton Foodline Bridging the Gap event planning team is here to support you in filling your table. We know people come to events because they are invited by someone who shares their personal passion for our mission. This event success is based on a Table Captain model. Our strategy is to recruit 20-25 Table Captains who will each invite 8-10 people to sit with them for breakfast. Our goal is to provide you with as much support and information you need in order to ensure you're comfortable inviting guests to join you.

We will not be sending out community wide invitations until March 5. This will give you time to invite your guests before they sign up as a general community member.

If you have any challenges filling your table, we can help and will be having regular communications with you. Please note there will be training captain training meetings if you're interested in attending and getting additional support.

DETAILS

Commit to being a Table Captain
Table Captain Training (*optional*)
Table Captain Training (*optional*)
Recruit Guests
Community Wide Invitation Goes Live
Registration Deadline
Send Your Guest a Reminder
Attend the Event
Send Your Guests a Personal Thank You

TIMELINE/DEADLINE

February 10 - March 1
February 27 (12-12:30, Zoom)
March 6 (12-12:30, Zoom)
March 1 - April 16
March 5
April 16
April 19 & 22
April 23 (7-8:30am)
April 24

Sample Recruitment Materials

Sample Email

I'm writing today because I'd like to invite you to join me at the Bremerton Foodline's 1st annual fundraising breakfast event, Bridging the Gap. I committed to being a Table Captain and filling a table with 8-10 friends at the event on April 23, 7-8:30am. Bremerton Foodline is a nonprofit I support because of their mission to solve food insecurity in our community.

I've been (**on the board, donating, volunteering**) for __ years. I got involved because _____.

The Bremerton Foodline provides groceries to over 2,680 individuals every week and in 2023 they distributed over 400,000 pounds of food to families in need. The number of people being served is growing and the need for healthy food is growing.

The Bridging the Gap Breakfast is expected to become an important part of Bremerton Foodline's annual fundraising and it's different than any other event they've ever done.

- The goal of the event is two-fold: raise unrestricted general funds and build relationships / connections in our community.
- Event has a hard stop at 8:30am so you can get to your daily business.
- It's totally free. You'll be asked to support the organization. We hope the message and mission move you to contribute.
- You will get to hear compelling stories and learn about the Bremerton Foodline.

I hope you consider joining me! There are a couple ways to register. You can sign yourself up here and select me as your table captain. Or you can let me know and I can sign you up. All I need is your email, phone number, affiliation (if you have one) and correct spelling of your name.

Sincerely,

Sample Phone Call

You: Hi Ginny, this is Cori. How are you?

Ginny: Great! How are you?

You: I'm well! As you might know, I'm a big supporter of the Bremerton Foodline. I've been a _____ for ____ years. It's a nonprofit that is close to my heart because they make a big impact in solving food insecurity in our community. I know you care about ensuring our neighbors are getting their basic needs met too. I committed to being a Table Captain for Bremerton Foodline's 1st Annual Bridging the Gap Breakfast fundraiser. I'd like to personally invite you to join me at my table. The event is on April 23 from 7-8:30am at the Kitsap Convention Center.

Ginny: I don't know, I'm so busy.

You: I know you get invited to a lot of events and that we get asked to support a lot of different nonprofits. This event is different than anything Bremerton Foodline has ever done and it's their one primary fundraising event for the year.

Here are some things you should know:

- The goal of the event is two-fold: raise unrestricted general funds and build relationships / connections in our community.
- Event has a hard stop at 8:30am so you can get to your daily business.
- It's totally free. You'll be asked to support the organization. The hope is the message and mission will move us to contribute.
- You will get to hear compelling stories and learn about the organization.
- And I'll own you one :)

If Yes: Great! I'm looking forward to getting time with you and learning even more about Bremerton Foodline. I can send you the registration link so you can sign yourself up or I can register you. What's easiest for you?

- Registration www.bremertonfoodline.org/btg-
- Collect: email, phone number, correct spelling of first and last name, and affiliation for name tag.


If No: I totally understand! Thanks for considering and if your schedule frees up there's a spot for you at the event. If you're interested in supporting the food bank, I plan to share event updates after the event and there will be opportunities for you to donate or you can pop onto their website www.bremertonfoodline.org.

Thank you and I look forward to connecting soon!

Social Media Messages

Please feel free to share invites on your social media outlets but also know that a personal ask via email, phone, or in person are the most effective ways to get your friends and constituents to commit.

 @BremertonFoodline

 facebook.com/theBremertonFoodline

Content:

If you're like me, you care that all our neighbors are getting their very most basic needs met! Bremerton Foodline feeds over 2,680 individuals every week. I've committed to being a Table Captain for their upcoming 1st Annual Bridging the Gap fundraising Breakfast on April 23. They will be sharing compelling stories and details on the impact you can make in our community. Please considering joining me. In and out by 8:30am! Great way to start your day. PM for more details or visit our website at www.bremertonfoodline.org



Registration Details

It's our goal to make registering you and your guests as simple as possible. If you have any challenges you can reach out to Cori and she will ensure you and your guests get registered. We will also have regular communication with you as the event nears to confirm your table and guests details.

Registration Steps:

1) Once you've committed to being a Table Captain, BFL staff will add you to the Bridging the Gap registration page so that your guests can select your table when they register.

2) You can send your guests this link so they can register themselves and select you as their Table Captain:
www.bremertonfoodline.org/btg-2024-registration

3) You can register each of your guests individually. You will need:

- Email address
- Correct spelling of name
- Phone number
- Affiliation (for name tag)

4) You can email cori@bremertonfoodline.org guests details.

Event information can be found at the following link:
www.bremertonfoodline.org/bridging-the-gap-2024/

Day of Event Details

Bremerton Foodline will send out event reminders April 19 and April 22 to all registrants. Please feel free to touch base with your guests for any last minute questions.

Event Schedule:

- 6:45** Arrive / Parking (Table Captains, please arrive before your guests)
- 7-7:15** Check in / Coffee Social
- 7:15** Breakfast is served
- 7:30** Program starts
- 8:20** Program ends
- 8:30** Excused

Directions to Convention Center:

100 Washington Ave, Bremerton WA

<https://kitsapconferencecenter.com/location-parking/>

<https://maps.app.goo.gl/EcpDnpNDEpeqdRzs6>

Parking Details:

1. Turn right in second (**Green**) or third (**Red**) levels of the parking garage. Parking costs \$4 for 0-3 hours.
2. Take the elevator to Floor 1 and you will find the entrance to Kitsap Conference Center.

