

Program Planning Tool

Program: White Clover Program

Objective: To collect donations from the community to support Veterans and AMVETS' programs that support Veterans.

Task	Lead Person	Support Person	Start Date	End Date	Goal
Determine date, time, place, and purpose for White Clover fundraiser					
Download and Print White Clover material (brochures, pamphlets, can covers) from Amvets.org					
Order White Clovers from AMVETS' store or alternative source					
Contact place where you would like to conduct White Clover sale for approval					
Create a list of all supplies needed for the day					
Collect/buy all supplies needed					
Recruit Post Members/volunteers for day of					
Determine who will set up, man, and break down the sale (who is taking the money)					
Count donations, present to the Post, put donations in appropriate funds					
Disburse funds to programs/Veterans.					

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Questions? Call the National Programs Department at 301-683-4031.