





# Introduction



## Now You Are the Ways & Means Chair

In ancient days, our ancestors brought their offerings of thanksgiving to the Temple in Jerusalem. We, in modern times, bring to our synagogues a contemporary concept of offerings: fundraising or Ways and Means. From the words of *Pirkay Avot* (3:21), "Where there is no bread, there is no Torah," we know that where material needs are not taken care of, the spiritual life cannot flourish. This new Women's League publication, *The Ways to the Means*, will supply all of the information you need to begin a myriad of fundraising projects that have been proven successful in Sisterhoods around the country and which will help you and your Sisterhood sustain the work of the spirit.

Success in fundraising is the result of education, inspiration, motivation, and an understanding of *why* the organization is raising funds. Emphasize this by stating the purpose of each project: to provide scholarships, to increase adult education opportunities, to expand programming, to acquire books for the library, to beautify the synagogue, to equip the kitchen, etc.

Ways and Means should involve all members. In order to succeed, it requires an imaginative and diversified program. Do not plan too many small events, but rather concentrate on one or two larger functions. You can initiate new projects regardless of the size of your membership. Most of the suggested projects in this book can be easily adapted to suit Affiliates of all sizes.

*Kashrut* should be observed at all functions, whether held in the synagogue or elsewhere.



## FUNDRAISING IS NOT A GOAL IN ITSELF



### Getting Started

1. Make sure that your fundraising files are up-to-date and include all Women's League mailings.
2. Keep in touch with your Branch Ways & Means chair and share your success stories with her.
3. There are three important guidelines to follow:
  - KNOW WHY** Knowing the purpose of a program is an effective motivation in garnering volunteers, participation and support.
  - KNOW HOW** Efficient procedures and careful administration increase income and lower costs.
  - KNOW WHAT** Projects that encourage creativity while conforming to Women's League policy and standards can bring success.

## Personnel

1. Setting up the Fundraising Committee is one of the most important steps after you have accepted your portfolio. The members should share in the conviction of the worthwhile purposes for which funds are being raised. They must have skill in organizing and delegating responsibilities.
2. Each fundraising event should have its own project chair, who is also a member of the Ways & Means Committee.
3. The Committee members should include:
  - President (ex-officio member of all Committees)
  - Ways & Means Chair ( and Vice Chair if there is one)
  - Vice President of Fundraising (if appropriate)
  - Financial Secretary or Treasurer/Budget Chair
  - Public Relations or Publicity Chair
  - Telephone Squad Chair



**FOR EVERY SEASON THERE IS A REASON TO RAISE FUNDS**



## Checklist for Ways & Means Chair

- ☐ Evaluate the fundraising projects completed to date
- ☐ Keep records for each project, including the following information:
  - \_\_\_ Description of project
  - \_\_\_ Preparation and procedure
  - \_\_\_ Personnel: names of workers and duties performed
  - \_\_\_ Supplies needed
  - \_\_\_ Financial: gross income and all expenses; contributors and their gifts
  - \_\_\_ Comments and detailed evaluation
- ☐ Keep copies of all publicity pieces
  - Visual techniques – invitations, tickets, flyers, programs
  - Publicity – internal & external
  - Photographs
- ☐ Recognize all those who worked on the project with personal thank you notes and mention in the bulletin
- ☐ Balance the net income against your budget to determine the financial success
- ☐ Make recommendations for the future and present them to your Executive Committee
- ☐ Report suggestions, innovations and successes to your Branch Ways & Means Chair
- ☐ Send your suggestions, innovations and success stories to the Women's League Ways & Means Chair
- ☐ Arrange to attend workshops and training courses given by your Branch
- ☐ Attend your Branch Spring Conference
- ☐ Attend Women's League Biennial Convention



## **Five Fundamentals of Raising Funds**

- 1. OBJECTIVE** What is the purpose of your campaign?
- 2. LEADERSHIP AND ORGANIZATION** The right leadership can motivate volunteers to give of themselves to get the job done. Use committees and assign all jobs. A good leader is not rigid; rather, she initiates a team effort and commitment. Have many meetings to track progress.
- 3. VOLUNTEERS** Match talents with tasks and encourage and train volunteers. Always, always reward and thank them for a job well done.
- 4. CAMPAIGN** Set goals. How much money do you need and what will it be used for? Capture your members' interests and spirits and get them involved.
- 5. PUBLICITY AND P.R.** Raise public awareness and build excitement. Use any and all media available: television, newspapers, bulletins, word of mouth, newsletters, radio, cable, e-mail, etc. Send a press release to local papers. Help create news.

## **Standards for Fundraising**

### **Standards for Synagogue Practice, Article VI**

*(1980 Yearbook Directory and Buyer's Guide, United Synagogue of America, p.66)*

"In the Jewish tradition, the raising of funds for the Synagogue or for charitable purposes is in itself an act of sanctity and must, therefore, have the same spiritual quality as the ends to which the funds are to be employed. Synagogues shall therefore not permit any form of fundraising under their auspices, on or off the premises, which is not in keeping with the spirit of Judaism, or the practice of which is likely to bring discredit and disrepute upon the Synagogue, even though such activity may be sanctioned by civil law."

## **Standards for Affiliates**

*(The following statements appear in Policy for Sisterhoods, taken from resolutions passed at Biennial Conventions.)*

At several succeeding Conventions, Women's League delegates have unanimously adopted resolutions setting forth policies and standards of fundraising, urging upon all Affiliates the avoidance of any methods of fundraising involving games of chance, raffles or any form of gambling, whether on synagogue premises or elsewhere.

The Affiliate should impress upon its members as well as its congregation the fact that the major purposes of the Affiliate are educational, cultural and inspirational.

The congregation should include representation from the Affiliate on its Budget Committee. It should encourage its participation in financially assisting the religious schools, adult education and house maintenance projects.

**Donor:** Sisterhoods are essentially organizations of volunteers who give countless hours of service as a *mitzvah*. To receive "credit" for services negates the nature of this Judaic concept and distorts its purposes. Sisterhoods are urged to give Donor Function credit only for monetary or merchandise contributions, if at all.

## **Treasury Contributions**

Whereas the object of the Sisterhood is to:

1. promote in every way possible the welfare of the congregation
2. foster and encourage the observance of religious life in the home
3. encourage interest in religious services and religious schools
4. cooperate with all other arms of the congregation
5. sponsor and encourage youth activities
6. sponsor and promote a program of Jewish education and cultural activity
7. carry forward the work of Women's League for Conservative Judaism
8. participate in the work of Torah Fund of the Jewish Theological Seminary and other Seminary projects
9. participate in activities to strengthen the relationship with Israel
10. engage in such civic and philanthropic activities as may be approved by the Board of Directors and the Women's League, and whereas, there exist in many communities confusion and duplication of interest with regard to philanthropic and communal organizations, with resultant doubt in the minds of many members as to the extent of their response to these organizations,

NOW, THEREFORE BE IT RESOLVED that Sisterhoods shall encourage their members, through publicity, to give to worthwhile causes as individuals.

Sisterhoods shall support directly only those causes which render service directly to them and their above mentioned objectives.

All funds collected by and in behalf of Sisterhoods shall be reserved for themselves and congregational purposes and the furtherance of the above objectives, and that any treasury contributions to other causes or organizations shall be limited to token amounts, and shall be allocated only upon direction of the Board of Directors of Sisterhoods on recommendation of the Budget Committee and Women's League for Conservative Judaism.

## **Why Sisterhood Raises Funds**

The model Bylaws for Sisterhoods affiliated with Women's League lists objectives of the Sisterhood. The following areas require financial assistance:

**ARTICLE II c.** *"Promote in every way possible the welfare of, and cooperate with, the Congregation and its Religious Schools."*

Because we realize the importance of good Jewish education, we assist in the maintenance and enlargement of the physical facilities – the Library, the classrooms, etc., and contribute to the financial upkeep of the Schools.

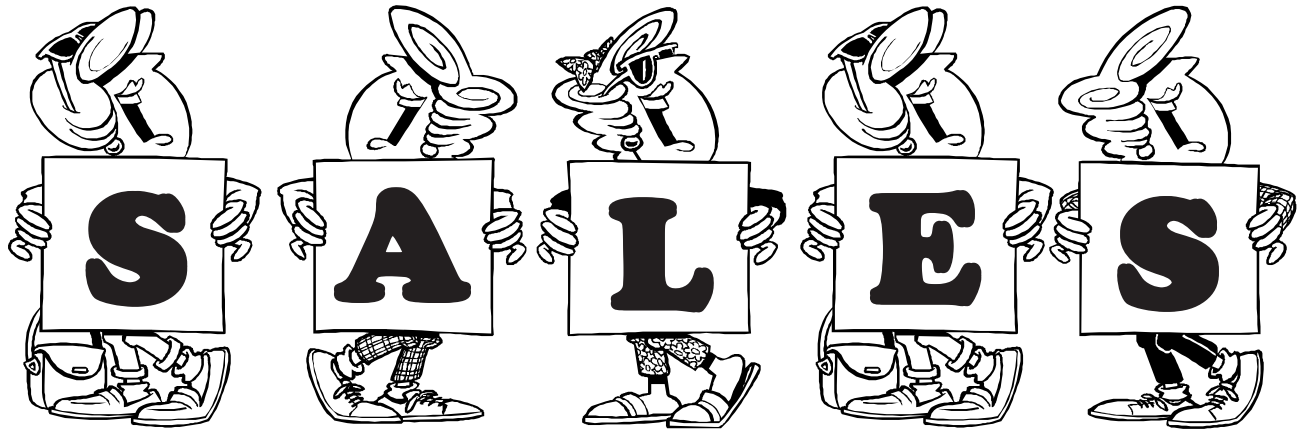
**ARTICLE II i.** *"Sponsor and encourage Youth activities and affiliations."*

Youth activities, covering pre-USY and USY (United Synagogue Youth) for teenagers, KOACH for college-age young people, Solomon Schechter Day Schools, a Youth Director, and Youth Lounge – all need our full support.

**ARTICLE II b.** *“ Sponsor and promote a general program of education and cultural activities in the Congregation.”*

Workshops for parents, educational programs for the members of the Sisterhood, study groups, book discussions, and all phases of Adult Education merit continued financial support. Worthwhile programming often entails expenditure.

**NOTE:** To accomplish these goals requires the involvement of the entire leadership of the Sisterhood. To be effective, attendance at Branch Conferences and Women’s League Conventions is necessary. This constitutes another need for fundraising.







# Bimah Flowers

## Introduction/Description

Say it with flowers from Sisterhood. Flowers for the *bimah* are a lovely way to commemorate a special event in one's life. By soliciting sponsors for the weekly flower arrangements, you can enhance the Sisterhood treasury, as well.

## Procedure

Solicit sponsors to dedicate pulpit flowers for special occasions and life cycle events: anniversaries, *ufruf*, baby namings, engagements, birthdays, etc. Ask the synagogue office or religious school for *Bar* and *Bat Mitzvah* dates scheduled throughout the year and contact the families of the *bnai mitzvah* first to give them preference. Offer the officers of the congregation the opportunity to sponsor flowers for holidays.

*Shabbat* and holiday dates should be reserved well in advance.

Contact local florist or wholesaler for designs and prices of appropriate pulpit floral designs.

Send acknowledgment cards to sponsors. Sponsors should be acknowledged in *Shabbat* or holiday booklet, in synagogue bulletin and/or announced from the pulpit.

Flower arrangements must be delivered on Friday or the day before a holiday. Donate arrangements to a local hospital or nursing home right after *Shabbat*/holiday.

## Personnel

Record keeper, sponsor solicitors, people to send acknowledgment cards and to deliver flowers after their use in the synagogue.

**Supplies:** Computer program to keep track of dates and sponsors. Acknowledgment cards to be sent to sponsors.

## Financial

Cost of arrangements will determine the amount to be charged. Be sure to factor in expenses of note cards, postage, tips to deliverymen, etc.

## Comments:

If desired, the dates and costs can be shared by more than one person/family.





# ***Birthday and Anniversary Candy***

## **Introduction/Description**

How sweet it is! Sell candy or candy packages for birthdays, anniversaries or *bar/bat mitzvah* celebrations. Include a personalized greeting card with each delivery. Offer gift wrapping.

## **Procedure**

Select a candy company. Check hechsher (*kashrut* authority). Determine presentation of candy: wrapped, in baskets, pretty bags, plain.

Assemble a list of birthdays and anniversaries of Sisterhood and synagogue members, and their children. Solicit sales with an order form.

Prepare candy baskets or presentation. Deliver candy or prepare for pick-up.

## **Personnel**

Sales and delivery force

## **Supplies**

Candy, gift cards, presentation accessories (baskets, tissue paper, wrapping, ribbon, etc.), flyers

## **Financial**

Costs of candy, packaging, delivery, flyers, postage

## **Comments**

Prepare for pick-up or delivery.

Offer candy packages for *bar/bat mitzvah* favors or as wedding hotel packages.

This can be a one-time or an ongoing sale.



## ***Candles (Gift Items)***

### **Introduction/Description**

Distinguish between the holy and the daily with *Shabbat* and *havdalah* candles.

### **Procedure**

Order a sample selection of candles from supplier for display at Sisterhood meetings and in synagogue. Send out publicity and order forms. Collect pre-paid orders. Place master order. When delivered, organize by individual order and prepare for pickup.

### **Personnel**

Arrangements; take individual orders and place group order; supervise pick-up

### **Supplies**

Sample candles. Candle order forms.

### **Financial**

3%—40% profit.

### **Comments**

Suggested contacts:

Yankee Candle Company  
1-800-351-1533

EBI Marketing  
PO Box 492  
Bernardston, Massachusetts 01337

Shendl's Candles  
PO Box 21095  
Oakland, California 94620  
510-547-8469



# Candy Bars

## **Introduction/Description**

Candy bars are sold in bulk at one particular time, i.e. Passover.

## **Procedure**

Contact candy distributors for availability and prices.

Advertise in synagogue and/or Sisterhood bulletin.

Distribute candy to persons who have ordered in advance with extra available for drop-ins.

## **Personnel**

Research vendors; sales persons, advertising team

## **Supplies**

Candy or snack inventory. Change for till.

## **Financial**

Selling price is based on cost. Suggested profit is 40-50%.

## **Comments**

Find a location in your synagogue (perhaps in Judaica Shop) to sell candy, cookies or other snacks before Religious School or any time children are in the building.

Kashrut must be observed.

## **Resources**

Miss Chocolate/Barton's for Passover  
300 Spagnoli Road  
Melville, New York 11747  
800-645-2190

Elite Confections, USA  
68 Edinborough Court  
Hackettstown, New Jersey 07840  
201-852-1290, Fax: 201-852-1049

Empress Chocolates  
718-951-2251, Fax: 718-951-2254  
[www.empresschocolate.com](http://www.empresschocolate.com)

Krum's Chocolates  
P.O. Box 1020B  
Pearl River, New Jersey 10965  
1-800-ME CANDY

Manhattan Chocolates  
580 Union Avenue  
Brooklyn, New York 11211  
718-388-5420



# Candy of the Month



## Introduction/Description

Instead of gems of the month try mouth watering Candy of the Month packages. Suggested occasions for purchasing packages: *Rosh HaShanah*, *Sukkot*, Thanksgiving, *Hanukkah*, Secular New Year, President's Day, *Purim*, Passover, Mother's Day, *Shavuot*, Independence Day, Happy End of Summer.

## Procedure

Contact a candy distributor to put a package together.  
Advertise in synagogue and/or Sisterhood bulletin.  
Design and distribute flyers.  
Prepare gift card for enclosure with candy or to announce gift to recipient.  
Deliver packages.

## Personnel

Research, sales force, publicity

## Supplies

Candy (and basket or wrapping), gift enclosure card, flyers or order forms

## Financial

Sell packages for \$50 or \$100. Adjust price to make a 30% to 40% profit.

## Comments

Can be sold through Judaica Shop and picked up on a certain day. Order form should include name, address and phone number of gift giver *and* receiver; description of package(s); price of each; name, phone number and e-mail for orders and questions.



# ***Compact Disk Cases***

## **Introduction/Description**

Think of Sisterhood whenever you put a cd in you computer. Compact disk cases printed with “compact disk” in English and Hebrew letters and information about Sisterhood or synagogue.

## **Procedure**

Contact promotion company to purchase disk cases. Design artwork. Provide company with camera ready copy or print using computer graphics program.

Send out advertising.

Display cases in one location and allow Judaica Shop to sell additional cases.

## **Personnel**

Graphic designer, publicity, sales force

## **Supplies**

Compact disk cases and labels

## **Financial**

Price of cases should allow for 30-40% profit.

## **Comments**

This can be a one-day or ongoing sale. Take advantage of this opportunity to include information about your organization.



# Cookie Dough



## **Introduction/Description**

Nothin' says lovin' like something from the oven! Sell prepared 32-ounce tubs of kosher dairy cookie dough cookie (makes 24-36 cookies) to Sisterhood members, friends and relatives. Make cookies in the oven or toaster oven at your leisure. The cookie dough comes in a plastic tub and may be refrigerated for one week and frozen for three months.

## **Procedure**

Take individual orders and place combined order with Savory Sweets.  
Pick up on a given date or members deliver individual orders.

## **Personnel**

Contact with company; receive and process order sheets; receive shipment; supervise distribution.

## **Supplies**

Cookie Dough is ordered from:  
Savory Sweets by Savory Foods  
900 Hynes SW  
Grand Rapids, Michigan 49507  
1-800-878-2583  
[www.Savoryfoods.com](http://www.Savoryfoods.com).  
Mail order catalog at [www.pennstreet.com](http://www.pennstreet.com).

## **Financial**

Cost per tub for Sisterhood is \$3.75. They can be sold for \$6 to \$7.

## **Comments**

Cookie dough flavors are chocolate chunk, peanut butter, fudge chocolate chunk, oatmeal raisin, sugar, pecan chocolate chunk, snickerdoodle, candy, and white macadamia.



# Cosmetic Bags (Gift Items)

## Introduction/Description

A pretty girl is like a picture. Purchase cosmetic bags in bulk, and imprint them with names.

## Procedure

Contract with a dealer to buy bags in bulk. Arrange for a printer to imprint names. They can also be personalized with permanent metallic gold and silver pens. Advertise in bulletins, newspapers and magazines.

Take orders.

Personalize as orders come in.

Mail or arrange for delivery or pick-up.

## Personnel

Arrange bulk purchase; personalize or arrange for imprinting; publicity person to design and print flyers, article, or advertisement; tracking; distribution force to deliver or mail.

## Supplies

Cosmetic bags. Metallic pens, if personalization is to be done by hand. Packaging, if mailing is to be done. The United States Post Office will supply priority mailing boxes for free. However, padded mailing envelopes can be purchased at an office supply store and mailed more inexpensively.

## Financial

The cost of purchasing cosmetic bags and having them imprinted (approximately \$2.50.)

Sell for \$3-\$5 over cost of supplies and labor.

## Comments

One Sisterhood (Mekor Chayim, Linden, NJ) sold bags by mail order through an advertisement in Moment Magazine for a profit of \$2100. Women's League Outlook is a wonderful vehicle to publicize sales for this project or many others.

Customers can be given a choice of how they want their bags shipped. Since the cost of priority mail is more than the cost of the bag, it should be offered for purchases of two or more bags only. To encourage greater sales, a price break should be offered for three or more bag.

This can be a good project before *Hanukkah* or Mother's Day or for party favors for *bnat mitzvah* girls or sweet sixteen parties.





# ***Entertainment Coupon Books***



## **Introduction/Description**

Be the first in your town to sell professionally published Entertainment Coupon Books for a 10-20% profit. Each book has hundreds of deals and discounts at restaurants, stores, theatres, museums, activities and sporting events in local areas. They also include hotel sections, and other travel bargains. Entertainment books are offered to organizations at a discount the first year and thereafter on a consignment basis. Entertainment Books are available in over 150 geographical areas, including Canada.

## **Procedure**

Contact Entertainment Direct.

Entertainment International Headquarters

1400 N. Woodward Avenue

Birmingham, Michigan 48011

(313) 642-8300, [www.entertainment.com](http://www.entertainment.com).

Order books or your metropolitan area. Distribute sales flyers which are provided by Entertainment Direct.

Take orders and payments. Send in order to Entertainment Direct.

Within 7 to 10 days, books are shipped directly to Sisterhood for distribution.

Fill orders.

Books can be kept in the Judaica Shop for future purchase.

## **Personnel**

Sales force, advertising, tracking

## **Supplies**

Books and sales flyers are provided by Entertainment Direct.

## **Financial**

Sisterhood earns money by selling more books. Selling 5-9 books earns 10% profit. Selling 10 or more books earns 20% profit. Up to \$10,000 in savings for the cost of a \$25-\$45 book by the customer. Orders of 5 or more books are shipped free to one address.

## **Comments**

Books can be sold every year with very little effort. Keep a list to contact people for repeat sales. Books are available in August for the next year and run for the calendar year.



# Flowers/Plants

## **Introduction/Description**

Everything is coming up roses with flowers and/or plants purchased from a local florist or floral distributor and resold for a profit. Use birthday and anniversary information from all Sisterhood and congregation members. Keep information on a computer data base for repeat orders.

## **Procedure**

Consult wholesale (or local) florist to get prices for plants or flower arrangements.  
Advertise in synagogue/Sisterhood bulletins.  
Distribute flyers to religious school families.  
Take orders, with payment in advance.

## **Day of Event**

Plants/flowers are delivered to the synagogue and picked up by the purchasers during designated hours.

## **Personnel**

Data; pick up flowers/plants; deliveries

## **Supplies**

Plants and/or flower arrangements. Optional: baskets, vases, gift cards.

## **Financial**

Selling price is based on cost. Suggested profit should be 30% to 40%.

## **Comments**

Flowers/plants can be arranged in baskets or unusual vases. Remember to add cost of basket or vase to base price.

## **Variations**

**Delivery Service:** Flowers/plants can be delivered as a paid service with a card signed from the "giver" (purchaser).

**Special Occasions:** Committee contacts a husband/family member to purchase a floral arrangement or plant for a special occasion, such as birthday or anniversary.

**Gifts:** Flowers/plants are sold as hostess gifts or as general gifts.



# Freezer Pleasers

## **Introduction/Description**

Take advantage of your members' culinary skills! Hors d'oeuvres, soups and desserts are prepared at the synagogue kitchen and frozen. Orders are taken and pre-paid for later pick-up and/or delivery.

## **Procedure**

Determine what foods you want to offer and at what cost, factoring in ingredients, packaging, postage, kitchen rental (if applicable). Final products must freeze well.

Print an order form with available foods and costs. Purchasing committee researches ingredients and packaging materials. Kitchen committee prepares and packages the food. A distribution committee sorts the food and arranges for pick-up and/or delivery.

## **Personnel**

Publicity; purchasing; kitchen committee; distribution committee

## **Supplies**

Ingredients for prepared foods, utensils, containers

## **Financial**

Profit is made on foods sold, less cost of ingredients and packaging.

## **Comments**

This can be done as a one time sale or as an ongoing activity.



## ***Gift Items***

### **Introduction/Description**

Make gift giving a breeze. Purchase and package gift items. Items can be hand-crafted or printing added to personalize.

### **Procedure**

Make arrangements with a wholesaler. Send out publicity. Make attractive gift packages or baskets.

### **Personnel**

Purchasing, packaging, advertising, sales

### **Supplies**

Sales items, flyers

### **Financial**

Cost of item decides price. 30-40% profit is desirable.

### **Comments**

This is an excellent project for Sisterhood crafters. Printing can be added to personalize.



# Hebrew Name Necklaces



## Introduction/Description

Beautiful baubles for your daughters and for yourself! Customers buy Hebrew block letter beads (same letter on all four sides), colored dividers, and precut string or leather to make necklaces at a table or to take home.

## Procedure

Contact craft store to obtain necessary block letters, spacers, string, and fittings for closure of necklace (or ring for key ring).

Determine prices. Publicize this project.

Set up two tables, one for purchasing, one for beading. Have assistants available to help customers design necklaces.

## Personnel

Vendor contacts, purchasing, publicity, beading supervisors, workers

## Supplies

Hebrew block letters, colored divider beads, precut string or leather, fastening fittings, scissors, pliers. Table(s) and chairs. Record of bead inventory.

## Financial

Profit based on cost of materials and volume. Price to customer approximately \$5-\$12 per item (based on length of name.) Suggested cost to customer (approximately double cost of raw materials):

Hebrew block bead	\$1.00 each
Colored divider beads	.50 each
String	.50 each

## Comments

This is not a big profit project but it is fun. Offer this right before or after Hebrew School as an ongoing sale. Work with Creative Handcraft chair.



# Holiday Flowers

## **Introduction/Description**

Wake up and smell the flowers. Sell flowers and/or plants for Mother's Day, *Rosh HaShanah* or *Pesah*.

## **Procedure**

Consult wholesale or local florist to get prices for plants and/or floral arrangements.

Advertise in synagogue/Sisterhood bulletin.

Send flyers to religious school families.

Take orders are payment in advance. Plants are delivered to the synagogue on the Friday before Mother's Day or a day or two before the holiday. Flowers or plants are picked up by the purchasers during designated pick-up hour.

## **Personnel**

Contacts with florist, distribution, records

## **Supplies**

Flower/plants, flyers, posters, publicity

## **Financial**

Selling price is based on cost. Suggested profit should be 30%-40%.

## **Comments**

Flower sales can be done twice a year, i.e. for *Rosh HaShanah* in the fall, and for Mother's Day or *Pesah* in the spring. Once a computer list of customers is compiled, it is easy to repeat another sale for satisfied customers.



# Home Baked Cookies

## Introduction/Description

Nobody doesn't like homemade cookies. Cookies baked in the synagogue kitchen offer more profit than purchased cookies and baking together promotes Sisterhood camaraderie.

## Procedure

Organize baking and packaging crews. Determine cost of supplies and packaging.  
Advertise sale in synagogue and/or Sisterhood bulletin.  
Design flyer and distribute (especially in religious school).  
Arrange for pickup and/or delivery.

## Personnel

Purchasing; baking; packaging; sales; advertising

## Supplies

Ingredients for making cookies and packaging materials

## Financial

Suggested profit is 40 to 70% of cost of ingredients and packaging.

## Comments

Can be sold for a specific holiday such as *Rosh HaShanah*, *Hanukkah* or *Shavuot*. Can be promoted as holiday business gifts.

Alternative is to purchase cookies from a kosher bakery for packaging and re-sale.





# Israel Bond Donor Program

## Introduction/Description

We support Israel. With a single donation, a donor can help both her Sisterhood and the State of Israel. Your Sisterhood purchases an Israel Bond(s) and keeps the interest earned and the amount when the bond matures.

*Note:* This is not a bond drive. The member is not buying a bond in her own name. She is making a donation to buy a bond in the Sisterhood's name.

## Procedure

Members make a \$2500 contribution to Sisterhood, which, at the member's preference, may be paid all at once or in equal installments of \$500 over five years. All bond money is kept in a separate account. When Sisterhood accumulates \$25,000, it purchases an Israeli Bond. For some groups, it may be more practical to purchase a smaller denomination bond.

In appreciation, donors' names are announced at an Israel Bond Donor Event and they are presented with a gift (suggestion: Israeli *tz'dakah* box). Additionally, names are printed in an Israel Donor booklet. A Sisterhood can be creative in honoring bond donors throughout the year.

## Personnel

Advertising, tracking, purchasing, acknowledgments, donor program, and tax acknowledgements

## Supplies

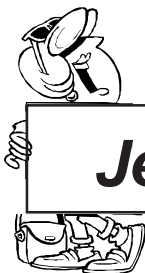
Donor acknowledgment gift, Israel Bond Donor booklet

## Financial

The donation is tax deductible to the member for the amount given in any one year. The interest generated from the bonds becomes an income source to the Sisterhood budget. When the bond matures, the Sisterhood uses the principal at its discretion.

## Comments

This program has a double benefit and it works because there is an emotional element to it.



# Jewish CDs

## Introduction/Description

Do you hear music? Celebrate Jewish Music Month or any time of year. Sell compact disks (CDs) of all kinds of Jewish music. The Sisterhood acts as a “middle man” between distributor and customer, profiting on the mark-up.

## Procedure

Compile and circulate a catalog of CDs available from local music stores or from music distributors. Take orders and prepayments. Fill orders. Arrange a pick-up date and place.

## Personnel

Arrangements with distributors or music stores; purchasing; catalog or list preparation; order collection and fulfillment; pick-up or delivery

## Supplies

Catalogs or lists from music distributors or local stores.

### Sources:

Tara Publications  
Box 707, Owings Mills, MD 21117  
800-827-2400  
[www.jewishmusic.com](http://www.jewishmusic.com)

Transcontinental Music Publications/UAHC Press  
633 Third Avenue, 6<sup>th</sup> Floor,  
New York, NY 10017  
800-455-5223  
J. Mark Dunn, Karen Schatz  
Tmp@uahc.org, [www.eTranscon.com](http://www.eTranscon.com)

Zamir Choral Foundation  
120 Riverside Drive, Suite 1Y  
New York, NY 10024  
212-362-3335, Fax: 212-362-4662  
Zamirfdn@aol.com  
[www.zamirfdn.org](http://www.zamirfdn.org)

## Financial

Mark-up varies according to CD ordered.

## Comments

Alternative is to sell one specific CD each month, i.e. Passover songs, Israeli music, a particular cantor, Zamir Chorale, Debbie Friedman. There is more profit when ordering one CD in volume. Feature a local cantor or Jewish music group and combine the sale with a performance.



# ***On-Line E-Scrip (Private Companies)***

## **Introduction/Description**

Shopping made E-easy. Sisterhood members register their credit card numbers on the net with the e-Scrip company and a percentage of their purchases at participating merchants is automatically sent to Sisterhood.

## **Procedure**

Each participating Sisterhood member registers her credit card numbers with the e-Scrip company and pays \$10/year (put on registered credit card)

Each time a member makes a purchase and charges it on the registered credit card, a percentage of the sale is remitted directly to the Sisterhood.

## **Personnel**

Advertising

## **Supplies**

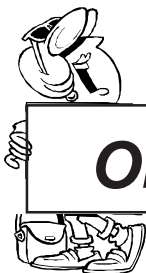
Advertising flyers

## **Financial**

Profit depends on number of members signed up and amount spent.

## **Comments**

e-Scrip costs the Sisterhood no money, only the time spent advertising and promoting registration.



# ***Orange and Grapefruit Sale***

## **Introduction/Description**

A great source of Vitamin C and delicious, too!

## **Procedure**

Make arrangements with a fruit broker, distributor or supermarket.

Distribute order form through synagogue/Sisterhood with a specific cut-off date.

Orders are filled and picked up at a central location.

## **Personnel**

Arrangements, purchasing, design, sales

## **Supplies**

Oranges and grapefruit. Order sheets and/or flyers.

## **Financial**

3% —50% profit is the goal.

## **Comments**

Suggested distributor:

H & S Citrus, Inc.

PO Box 1616

Fort Pierce, Florida 33450



# ***Private Company/Store Sales (Catalog)***

## **Introduction/Description**

Shop in the privacy of your home. Private companies offer profits to Sisterhoods through catalogs of their merchandise. A maximum amount of dollars for a minimum amount of effort. No minimums to fill. Nothing left over.

## **Procedure**

Sisterhood members “pre-sell” items from catalog of merchandise, orders are taken and filled. Sisterhood distributes merchandise, collects money and submits one check as payment. A “sale” runs about two to three weeks as Sisterhood members show and take orders. A total order is placed with Company, which mails or delivers merchandise to one location.

Merchandise is picked-up or delivered.

## **Personnel**

Catalog arrangements; orders; receiving; packaging for distribution; pick-up and delivery; financial processing

## **Supplies**

Merchandise catalogs with order forms

## **Financial**

30%-70% profit on sales.

## **Comments**

Merchandise might include hostess items, Judaica, kitchenware, Tupperware, edibles, wrapping paper, and/or stationery.

## **Suggested companies**

Valley Forge Industries  
7901-C Canoga Avenue  
Canoga Park, California 91304

Sally Forster, [www.sallyfoster.com](http://www.sallyfoster.com)



## ***Private Company/Store (Gift Certificates)***

### **Introduction/Description**

A personal shopper, almost...Private companies or stores donate gift certificates or sell them at a discount. Instead of giving these away at raffles or auction, Sisterhood sells these gift certificates. A sale runs two or three weeks or can be ongoing.

### **Procedure**

Solicit gift certificates or coupons from private companies, local stores and businesses. Prepare a flyer and order form; take orders and send out certificates/coupons.

### **Personnel**

Solicitation; orders; fulfillment; publicity

### **Supplies**

Flyers; envelopes; certificates

### **Financial**

Be careful. Sometimes you have to “pre-pay” and run an ongoing campaign. Profits run from 10-15%.

### **Comments**

Contact the Director of Sales at hotels, restaurants, beauty shops and stores in your area. Marriott Hotels give a “sales agency” commission. This may detract from Sisterhoods in your area who use gift certificates for “Bid and Buys” and auctions.



# ***Private Company/Store (One Location)***

## **Introduction/Description**

Everyone loves a sale! Companies and stores offer discounts to members for purchase. Sisterhood receives a percentage of sales.

## **Procedure**

Arrange with a company or store to hold a private sale. Determine percentage to go to Sisterhood. Choose a location (either at synagogue, private home or at store) . Send out publicity and advertising.  
Design a fun and festive sale day.

## **Personnel**

Contact/arrangements with company, store or merchandiser; publicity; sales

## **Supplies**

Merchandise, packaging

## **Financial**

30-70% profit

## **Comments**

Mikasa offers a sales program with up to 70% off suggested retail on crystal, gift items, housewares, dinnerware, stemware and barware. Profits from a three-day sale in the Los Angeles area ran as high as \$10,000 to \$40,000. Bloomingdale's offers a sales day for organizations in its area. Coupons are offered. Tickets are sold. Organizations get a percentage of sales.

Inquire if any local manufacturers or businesses offer such programs.





# ***Private Company/Store Rebates***

## **Introduction/Description**

Give gifts that keep on giving. Private companies or stores give rebates for purchases. This works especially for small stores and boutiques.

## **Procedure**

Sales team solicits stores, beauty salons and local companies that are willing to give a percentage of sales to Sisterhood, in exchange for advertising by the Sisterhood. Members and their families are encouraged to frequent those merchants.

Members and their families shop at participating merchants. Companies and stores send a check for percentage of sales.

## **Personnel**

Solicitations, advertising and record keeping

## **Supplies**

Solicitation letters and advertising flyers or notices

## **Financial**

Percentage of sales varies from merchant to merchant

## **Comments**

It costs no money, only the time spent advertising and promoting purchases. In addition, it promotes good will in the community among the merchants and the synagogue community.



# ***Supermarket E-Scrip***

## **Introduction/Description**

A virtually painless way to shop. A Sisterhood member purchases a “club card” from a supermarket, which entitles her to special savings in its store.

## **Procedure**

Sisterhoods arrange with local supermarkets to participate in the program. Sisterhood members purchase “club cards” which entitles them member to special savings in the store. Her credit card is linked to the club card and the Sisterhood is designated as the beneficiary of whatever percentage is donated. Every time groceries are purchased and the linked club card is swiped through the supermarket machine, the Sisterhood receives a percentage of sales.

A large advertising campaign is necessary to encourage members to register for this program.

## **Personnel**

Advertising team

## **Supplies**

None

## **Financial**

A member pays a \$10 registration fee to the supermarket. The Sisterhood periodically receives a percentage of purchases from all members registered. Between \$10,000 and \$40,000 can be made with little effort.

## **Comments**

Since some supermarkets are eliminating paper scrip, this may be the only way for Sisterhoods to make large amounts of money through supermarket programs. There is no possibility of online credit card fraud because the member is registered with each store individually.



# ***Supermarket Register Tapes***

## **Introduction/Description**

Don't throw away those cash register receipts! Some supermarkets will give one or two percent rebates to Sisterhood. Cash register receipts are collected and totaled.

## **Procedure**

Collect cash register tapes from a particular supermarket in an easily accessed, centrally located box at the synagogue. The program must be well publicized.

One or two people collect the tapes weekly and package them by totals in bundles (usually \$1000 in purchases). The totaled tapes are submitted to the supermarket customer service or business office. A check is mailed from the supermarket.

## **Personnel**

Collections, accounting, bundling, and submitting tapes to supermarket

## **Supplies**

Centrally located, easily accessed, well-marked box to collect cash register receipts

## **Financial**

One to two percent profits on amount spent. Some Sisterhoods realize \$2000 to \$10,000 per year.

## **Comments**

Cash register tapes from multiple supermarkets can be collected. Keeping cash register tapes, collecting them from friends and family, and submitting them is an easy way to help Sisterhood.



# Supermarket Scrip

## **Introduction/Description**

Don't just say, "charge it!" Supermarkets or kosher butchers sell paper money or gift certificates in \$5, \$10, and \$20 denominations, which can be used in that store as cash.

## **Procedure**

Contact supermarket or kosher butcher to find out if they have scrip and what the profit is to Sisterhood. Publicize. Members and their families purchase scrip and shop in designated store(s). Groceries or meat are paid for with scrip.

Keep accurate records of who buys, how much they buy, and from which market they buy.

## **Personnel**

Contacts; sales force to sell scrip at all meetings and functions; bookkeeping, publicity

## **Supplies**

Scrip from various markets, record keeping mechanism, advertising

## **Financial**

Profit can be from 5% to 10%. Scrip must be purchased in bulk from supermarket or kosher market, thus, cash must be laid out initially. Large amounts of money (\$10,000 to \$40,000 per year) can be earned for very little effort. Remember, scrip is equivalent to cash.

## **Comments**

Offering scrip from a local butcher can encourage the use of kosher meat. There must be very extensive publicity to encourage people to make money for the Sisterhood while they grocery shop. The scrip must be easily available for purchase at all Sisterhood meetings and functions and in your Judaica shop. Very accurate records must be kept.



# Torah Covers



## **Introduction/Description**

There are many ways to organize this type of project. This is a report of one Sisterhood that needlepointed four Torah covers. The inside linings were embroidered with names and dedications, which were sold for \$100 each.

## **Procedure**

Canvas for four Torah covers was purchased. A member painted pictures on each canvas. Needles and thread were purchased. Women were selected to needlepoint the canvases. Publicity appeared in synagogue bulletin soliciting dedications.

Over the summer, Sisterhood women needlepointed the canvases for the covers.

The canvases were sent to a finisher to be blocked, lined, and made into Torah covers. The inside lining of each Torah cover was embroidered with names and dedications.

## **Personnel**

Design, purchasing, needlepointers, solicitations, record keeping, publicity

## **Supplies**

Canvases for front of Torah cover. Needles and thread for needlepoint and embroidery.

## **Financial**

Expenses were cost of supplies and cost of making the canvas into a Torah cover. Profit was about \$5000.

## **Comments**

Multiple names or dedications were accepted for each cover. The Torah covers beautify the synagogue and the Sisterhood is very proud of its endeavors.



# Wall Tile Project

## **Introduction/Description**

The work of our hands is used to beautify our communal spaces. A permanent ceramic tile wall hanging is designed and painted by Sisterhood and synagogue members. Each tile, although sold individually, is part of a larger artistic design.

## **Procedure**

Choose an appropriate and available wall in the synagogue. Create a design that can be done utilizing individual ceramic tiles. Prepare individual tiles for painting. Invite Sisterhood members and the entire congregation to paint and/or purchase individual ceramic tiles.

On a specific day, Hebrew School children and adults paint the tiles according to an overall design. Tiles are fired in a kiln and assembled into a finished wall hanging. Make a wood frame with a plywood back and using thin mortar, set the tiles into the wall.

## **Personnel**

Design, publicity, purchasing, monitors during painting and grouting, framers, tracking

## **Supplies**

Forty-eight four inch by six inch tiles for a two foot by four foot framed piece, glazes, brushes, rags, paint thinner, thin set mortar, grout, wood and plywood for frame

## **Financial**

Figure out approximate price of supplies and add 10%. Depending on financial goal, set price of tile. Suggested price is \$25 each to realize about \$1000.

## **Comments**

This is an enjoyable, permanent artistic project in which many people of all ages can participate. Suggested themes for wall hanging include Jerusalem/Israel, Torah or holiday symbols. Additionally, the tiles can be designed and painted by each individual participant. This is especially good for a family project.



# Women's Kippot

## Introduction/Description

A one-day sale of women's *kippot*. Use this as an opportunity for an artist or speaker to educate about the wearing of *kippot* and *tallitot*.

## Procedure

Contact artists and distributors of women's head coverings for *kippot* on commission. Send out publicity. On the day of the event display and sell the *kippot*. Sell the remaining *kippot* in the Judaica Shop.

## Personnel

Contacts with artists/manufacturers; shipping and receiving; publicity; display and sales; arrangements for speaker or program

## Supplies

*Kippot* (and *tallitot*), tables for display, tables for food and food, optional.

## Resources

Gloria's Kippot (Wire and bead)  
301 Kent Road  
Wynnewood, PA 19096  
610-642-1454, 1-888-255-7091  
Fax: 610-649-7880  
[www.kippot.com](http://www.kippot.com) [gloria.s@juno.com](mailto:gloria.s@juno.com)

Kipot by Robin (Crocheted)  
4200 Briars Road  
Olney, MD 20832  
301-924-4191, Fax: 301-924-0942

Chadis Crafts and Kippot (Crocheted)  
Eileen Chadis Wood  
328 Dominion Drive  
Newport News, VA 23602  
757-344-6656  
[www.chadiscrafts.com](http://www.chadiscrafts.com)  
[eileen@chadiscrafts.com](mailto:eileen@chadiscrafts.com)

## Financial

40% to 60% of sales

## Comments

The sale should feature several styles and artists and can be sponsored by the Sisterhood Judaica Shop. Include the educational component, such as a speaker, for a truly meaningful program. *Bat mitzvah* girls should be invited, as well as the parents of all *b'nai mitzvah*.



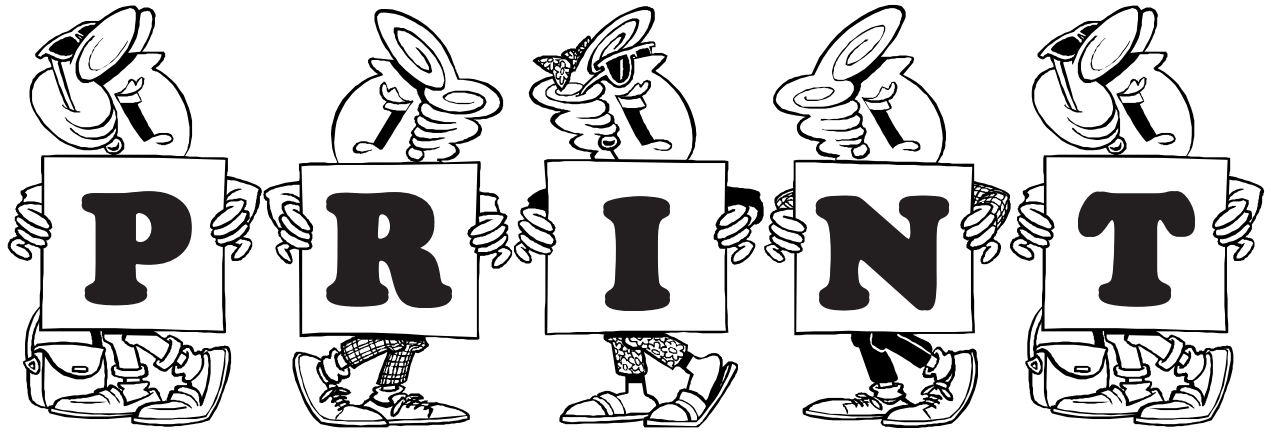
***Your Ideas***





## ***Your Ideas***







# Ad Book



## **Introduction/Description**

An ad book or journal is often printed in conjunction with one large event per year, such as a dinner dance, auction, special speaker, or entertainer. Ads are solicited from business and individuals. The ad book is distributed at the event.

## **Procedure**

Choose a printer and discuss costs and most effective pricing for ads and categories of ads. Design a clear and comprehensive ad blank. Print solicitation letters on official stationery. Since most businesses will donate if a letter comes from an individual, have individual members distribute their personal letters with ad blanks. Follow-up telephone calls, e-mails and/or visits. Organize the ads by amounts or categories and printed in booklet format. Print extra copies of the book. Distribute books at the dinner and to all advertisers with thank you notes enclosed.

## **Personnel**

Solicitations (everyone in Sisterhood, plus an organizing group); event committee; record keeping and tracking; design; typing; proofreaders; printing liaison. Organize a solicitation teach-in; confident solicitors sell more ads and make more money. A large committee ensures a massive campaign which begets a massive ad book!

## **Supplies**

Ad blanks; letters of solicitation on official stationery which should describe the purpose of the ad book and the event it supports, prices and sizes of ads, to whom money should be sent, and how to make out check. Letters should be personally signed by solicitor.

## **Financial**

All ads should be prepaid. Charge enough to cover cost of printing plus profit. Sell the back page and the inside front and back covers for a premium.

## **Comments**

This can be a very successful annual program. The book should look professional with a good cover stock and design. Don't overprint. Keep good records. Invite the entire membership to purchase personal ads. Ask them to solicit ads from those with whom they do business.

PROOFREAD EVERYTHING!!



# Calendar

## Introduction/Description

If it's Tuesday, it must be.....Calendars are a very creative way to publicize the Jewish months, holidays, *Shabbat* information (candle lighting times), dates and times of synagogue events, and community information. You can include school sessions, all congregant life-cycle events, *parshyot*, Women's League events and information. You may add a High Holiday greetings page.

## Procedure

Determine costs of placing advertising and personal date information. Produce ad blank and life-cycle event form. Contact all members of synagogue and Sisterhood for birthdays, anniversaries, *bar/bat mitzvahs*, weddings, anniversaries, and *yahrzeits*. Compile the dates from all arms of the synagogue and all outside organizations that meet in the synagogue regularly. Have individual pages for all arms of the synagogue and include telephone numbers.

Get ads from community merchants.

Find a reliable printer who can print with Hebrew. Proof all events and merchant ads. Proof Hebrew carefully. Follow up with all previous advertisers and recruit them again.

## Personnel

Soliciting merchants; soliciting members; design; work with printer; editorial; proofreading; distribution; bookkeeping

## Supplies

Calendar ad forms. Life cycle event forms (birthday, anniversary, *bar/bat mitzvah*, *yahrzeit*.) Holiday greeting form.

## Financial

All calendars should be free to members. Price of ads should vary as to size (full page, half page, quarter page).

## Comments

Calendar planning, ad solicitation and information gathering should begin in April for August printing and September distribution. Calendars should be ready for distribution before the High Holidays.



# Leagrams



## **Introduction/Description**

It's so easy to say "Congratulations," "Thank you," or "I'm so sorry." Leagrams are one of the most popular ways of raising funds for Sisterhood because it is so easy. Leagram forms and envelopes can be purchased in bulk from Women's League. One form with many names is sent. Some Sisterhoods send Leagrams only for anniversaries and print lists by months. This makes it easy to reprint annually, adding and subtracting couples. Lists can be computer generated.

## **Procedure**

Prepare a list of all life-cycle events within the congregation and send it to the whole membership, by mail or email. Distribute additional lists at Sisterhood meetings. Congregants circle the names/events they want to acknowledge and return the form, with payment. Send a full list of the names on the Leagram with a brief message to the honoree or celebrant.

## **Personnel**

Data accumulation and updating; Women's League contact; financial bookkeeping; soliciting; fulfillment; mailing.

## **Supplies**

Leagram forms plus envelopes purchased through Women's League. Stamps.

## **Financial**

Leagrams sell for \$1 to \$1.50 each. Some Sisterhoods offer them for \$1 each or 6 for \$5, to encourage high volume. Some Sisterhoods offer one charge, such as \$35 for all the names on that month's list. Sisterhoods report profits of \$1000 to \$40,000.

## **Comments**

Some Sisterhoods send Leagrams from the Sisterhood Board, even if no others are sent. Lists can be stored on computer. Leagrams can also be computer generated. Variations include Birthdaygrams and Mazelgrams.



# Mousepads

## **Introduction/Description**

Every mouse can find its way with a Sisterhood mousepad. Computer mousepads with a Jewish or Sisterhood design are printed and sold.

## **Procedure**

Graphic designer or Sisterhood artist creates a design or logo. Contract with a manufacturer of novelty or computer items. Have pads available at all Sisterhood, USY, Hebrew School, synagogue events.

## **Personnel**

Graphic design; printing/manufacture; publicity; sales

## **Supplies**

Artwork

## **Financial**

Mousepads can sell for \$10 each or 2 for \$18. About \$900 profit was realized for 250 pieces sold (approximately \$3.60 each).

## **Comments**

Everyone has a computer at home or at work. A mousepad with an appropriate logo or message keeps the user connected, virtually and actually.



# Note Cards

## **Introduction/Description**

Note every occasion as a Sisterhood occasion. Print a beautiful feature of your synagogue on good quality note cards to be packaged and sold.

## **Procedure**

Have a professional photographer take photos of the synagogue's stained glass windows, ark curtain, menorah, or other beautiful artwork. Find a quality printer to reproduce the picture on the cover of note cards and package them with envelopes. Describe the art, and the synagogue/Sisterhood on the back.

In one synagogue, the original photographs were enlarged and framed for permanent display in the synagogue social hall.

## **Personnel**

Photographer; selection of photographs; printing arrangements; sales; publicity.

## **Supplies**

Film, packaging material (plastic bags, boxes or ribbon) if not provided by printer

## **Financial**

Determine price of note cards, factoring in photographer's fees and printing/packaging costs.

## **Comments**

Other suggestions for artwork: Torah covers, ark, eternal light, sanctuary, USYers, nursery or kindergarten children. An additional fundraiser would be to sell the original photographs, signed by photographer, framed or unframed.



# Simhah Tablecloth

## Introduction/Description

Prepare a table overflowing with good wishes. Members embroider names onto a tablecloth that will be used by the congregation for *kiddush* and holiday tables. There is a fee for each name.

## Procedure

Establish committees of embroiderers, publicity and bookkeeping. Determine how names will be arranged on cloth: in straight lines, circular design, in no design. Determine size of each named donation on final project. Design and distribute order cards. Purchase cloth, needles and embroidery thread. Establish a schedule for embroidery sessions.

Individual napkins can be used instead of a large cloth, which can then be sewn together to create an ever-expanding larger cloth and allow work at home.

## Supplies

Good quality damask cloth, needles, embroidery thread, tracing paper, scissors, rulers, lettering guides. Clear plastic tablecloth to protect final project

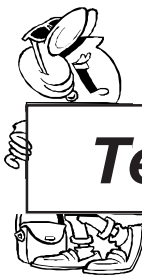
## Financial

Suggested cost of each name: \$18.00. Families and groups can be from \$50 and up.

## Comments

This is an on-going project to which names can always be added, until the cloth is completely full. Younger women can learn the art of embroidery from older women, making this into an inter-generational project.





# ***Telephone Directory (Community)***

## **Introduction/Description**

It's not just who you know...it's knowing where and how to get in touch with them! An annual Jewish community telephone directory, which includes candle lighting times and holiday dates, is the perfect answer.

## **Procedure**

Prepare letters for each synagogue and Jewish organization in the area asking for a column to explain who they are and what they do. Contract with a printer to determine size of book, and size and prices of life-cycle event information and commercial ads. Prepare ad blanks. Solicit information and ads. Compile information, edit and prepare for printing.

## **Personnel**

Editorial; organizational information columns; solicitation of personal greetings and announcements; solicitation of advertisers; design and layout; data entry; proofreading; printing; telephone listings, etc.

## **Financial**

Directories can be sold for as much as \$20 each. If they are hand delivered by Sisterhood members, there is no postage. Net profit to one Sisterhood is approximately \$10,000 per year.

## **Comments**

It is essential to have a strong editor who is computer literate to serve as liaison with the printer, and who has great organizational skills. It's also important to have good solicitors who obtain advertisers, especially those who repeat each year.



# Telephone Directory (Synagogue)

## Introduction/Description

Getting to know you and all about you...Print an annual synagogue telephone directory with advertising.

## Procedure

Acquire lists of all synagogue members with their names, addresses, telephone numbers, and e-mail addresses. Include Jewish holidays, candle lighting times, Sisterhood and synagogue events. Solicit individuals for listings of life-cycle events and *Rosh HaShanah* greetings. Sell advertising. Contract with a printer to determine size of book, and size and prices of life-cycle event information and commercial ads.

Enter data; design; print; distribute to all members of the synagogue.

## Personnel

Editorial; data collection; personal greetings and announcement solicitations; advertising solicitations; data entry; layout and design; proofreading; printing

## Financial

Net profit to one Sisterhood is approximately \$2000 per year from advertising.

## Comments

It is essential to have a strong editor who is computer literate to serve as liaison with the printer, and who has great organizational skills. It's also important to have good solicitors who obtain advertisers, especially those who repeat each year.



# Women's Voices



## **Introduction/Description**

Tell me a story. A book of your women's stories is a wonderful way to promote intergenerational cooperation and to foster new programming in your Sisterhood.

## **Procedure**

Invite your members to write stories of 500 words or less to present at a special Sisterhood function. Topics might include: mothers, mother-daughter experiences, occupations, events, histories, experiences, memories, etc. Collect and edit the stories. Put them together for printing in a book or booklet. Use either desktop design and your synagogue copier or a professional printer. Sell the books to members, USYers. Give as gifts to new members, *bnot mitzvah*.

## **Personnel**

Editorial to collect and edit; printing; publicity; sales

## **Financial**

Profit depends on cost of printing and number of books sold.

## **Comments**

By holding a special function dedicated to the stories, more women will be encouraged to add their stories and to promote the books.

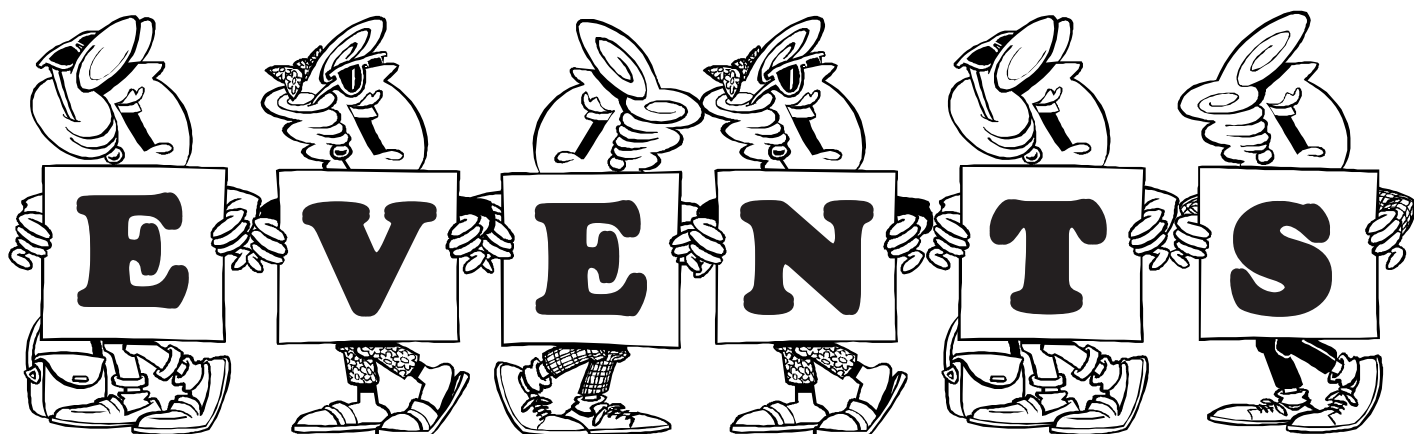


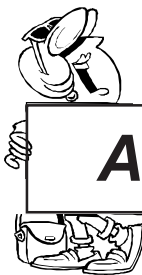
## ***Your Ideas***



## ***Your Ideas***







# ***Antique Jewelry Show With Appraisals***

## **Introduction/Description**

Baubles, bangles and bracelets! Representatives of a local auction house such as Christie's or Sotheby's offer insights into antique jewelry, allowing guests to touch, try on and enjoy expensive jewelry. At the same time, they can have their own jewelry appraised.

## **Procedure**

Contract with the auction house or appraisers. Hire security. Send out invitations. Prepare and serve a luncheon.

Set tables using antique jewelry (or for fun, use dime store imitations) for centerpieces.

Set a schedule for appraisals every fifteen minutes. Prepare a private area for the appraisals.

## **Personnel**

Contact auction house, appraisers association or local jewelry store; food purchasing, preparation and presentation; clean up; publicity

## **Supplies**

Round tables. Food.

## **Financial**

Admission charge should cover cost of lunch and security (\$18 suggested). Charge for personal appraisals (\$7 per item or 3 for \$18).

## **Comments**

Contact Christie's or Sotheby's or local auction house. A variation is to hire a local jeweler/appraiser to speak and provide appraisals for jewelry brought in by members.



# Antique Show

## **Introduction/Description**

One woman's garbage is another woman's treasure. Antique dealers or vendors pay to bring in their antique furniture, jewelry, silver and/or Judaica and customers pay an entrance fee. Serve refreshments.

## **Procedure**

Determine price scale for vendor tables/booths and entry fee. Solicit vendors. Invite one (or more) dealer(s) to speak about items (descriptions, historical points, values, etc.). Serve refreshments.

Assign vendors table locations. Set up registrars and cashiers. Provide refreshments.

## **Personnel**

Vendor solicitation; food purchasing, preparation and presentation; registration; bookkeeping; security; publicity

## **Supplies**

Tables. Food (snacks or a light lunch or dinner). Raffle tickets, optional.

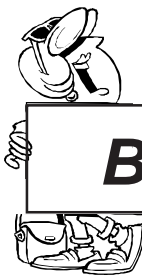
## **Financial**

Each vendor pays to participate (\$50 or more per space). Customers pay an admission fee. Food can be sold separately.

## **Comments**

Ask vendors to donate one object for raffle or auction, for additional income.





# Bazaar

## Introduction/Description

The Bazaar is an exciting fundraiser. It strengthens Sisterhood through wide membership participation and involvement and is an excellent opportunity to project the Sisterhood story to the entire community. You can sell space to vendors and/or charge an admission fee. Food (for sale) and entertainment can also be provided.

## Procedure

Detailed preparations must be made months in advance. Clear dates with all community organizations. Consider weather conditions; spring and fall are best. Publicity should include newspapers, TV and radio, posters, flyers, email, Sisterhood and congregational bulletins. An appropriate theme can help fulfill the goals of the project.

Optional: Directory of booths, Ad Book, entertainment, patrons preview, auction or raffle, activities for children (clown, entertainer, face painter, games, juggler, magician, movies, puppeteer, singer, story teller)

Provide: Coat checking, parking, security

Sell: Antiques, artwork, baked goods, books, CD's/DVD's/videos, computer accessories, cosmetics, giftware, handcrafts, jewelry, Judaica, kosher food, toys, wearing apparel, "white elephants"

## Personnel

A large committee made up of sub-committees for each function: auction or raffle, booth set up, decoration, food (shoppers, preparers, servers), publicity, tickets/cashiers, volunteers (sellers, errand runners)

## Supplies

Booths and tables (for merchandise), cash boxes and change, chairs and tables for food, food, signs, wrapping materials

## Financial

An extensive pre-sale of entrance fees assures large attendance. The early receipts should cover expenses. "Early bird" specials encourage pre-sales. If vendors are participating, charge either a fee for space or a percentage of sales.

## Comments

Determine coverage on liability insurance. Properly planned and organized, the smallest Sisterhood can run a Bazaar. It is an excellent means of discovering potential leadership.



# ***Birthday Parties for Children***

## **Introduction/Description**

Another birthday, another party. Take away the trouble of planning kids' parties with Sisterhood. Held in the synagogue, they can include food and entertainment and no clean up for mom!

## **Procedure**

In committee, determine which party themes and options you want to offer and for which age groups. For each theme, choose decorations and party favors. Hire a clown or puppeteer or the volunteer services of talented Sisterhood members. Plan on refreshments and a variety of games. Prepare a colorful and appealing brochure describing the parties, costs, and limit of number of children. Be sure to have enough staffing with flexible availability. Members of USY can be part of your team, sharing profits.

For each party: Party committee members organize games, serve refreshments and provide party favors.

## **Personnel**

Scheduling; coordinating each event; food; party favors, staffing, entertaining

## **Supplies**

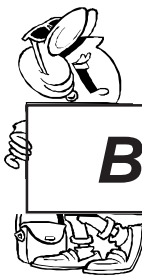
Light refreshments (ice cream, fruit juice, pretzels, popcorn and, of course, birthday cake); decorations; party favors

## **Financial**

Set price for parties depending on time and number of children. For example, \$100 for a two hour party. Increase cost for more elaborate food, decorations, favors.

## **Comments**

Remember, young children don't eat much. Sunday afternoon or early evening is a good time.



# ***Book And Author Luncheon***

## **Introduction/Description**

Good food and good literature go hand in hand. Invite an author to speak about his/her book and sell autographed copies at a festive luncheon.

## **Procedure**

Make arrangements with an author to speak, mingle with guests, sell books and autograph them. Work either directly with the author or through an agent. Often local bookstores can be of assistance. Ask the author (or agent) to obtain books for sale. Publicize. Prepare a luncheon, possibly with a theme related to the book.

Enjoy your lunch; introduce the author; presentation by author; book purchase and signing.

If books are available for purchase, donate any extras to synagogue library or sell in Judaica Shop.

## **Personnel**

Committee to select author; contact with author or agent; obtaining books; food preparation and presentation; publicity; book sales

## **Supplies**

Books; food; lectern and microphone; tables for luncheon; centerpieces; invitations and/or programs.

## **Financial**

If books are purchased, get a 40% discount or buy on consignment. The charge for luncheon should cover cost of food and author's fee, if any.

## **Comments**

Although this is ideal for Jewish Book Month or in conjunction with a Book Fair, it is successful any time of year. Work with your Books, Library and Periodicals Chair. The selection of authors depends greatly on their availability and your budget. Open this event to the public. Invitations and/or programs can be a replica of the author's book, and can be made into a bookmark. More than one author increases book sales.



# ***Book Review Luncheon***

## **Introduction/Description**

Good books are meant to be read, shared and discussed. What better place than at a Sisterhood luncheon, either catered, boxed, or bring your own with coffee and tea provided.

## **Procedure**

Engage a professional book reviewer, Sisterhood member, rabbi or other knowledgeable person to give a book review. Choose a book that is exciting, interesting, timely, on an appropriate topic. Purchase books to sell before the luncheon.

Serve lunch. Introduce book reviewer. Conduct discussion after review.

## **Personnel**

Book reviewer; book selection; food; purchasing and selling books; publicity

## **Supplies**

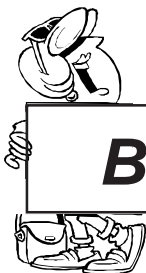
Books; food; lectern and microphone, if necessary; tables, invitations

## **Financial**

Try to get a 40% discount on books purchased. The price of luncheon should include cost of food and fee to reviewer, if any. Extra donations can be contributed to synagogue library.

## **Comments**

Publicize book in advance so guests can read it and add to discussion. This is a good fundraiser to support the synagogue library. Patrons can receive a Sisterhood bookplate.



# ***Bowl-A-Thon***

## **Introduction/Description**

The great American sport can be enjoyed by children and adults. Participants pay a fee to bowl at a local bowling alley, for prizes. Colorful T-shirts printed with the names of sponsors can be given to participants. Prizes are given for highest score, lowest score, highest team score, highest-scoring child, highest-scoring adult, etc.

## **Procedure**

Set date. Reserve lanes, Secure sponsors and prizes. Begin publicity. Register participants. Print t-shirts. Form teams.

Meet at the bowling lanes and give out t-shirts, and place players on teams. Tabulate the scores and give out prizes. Take lots of photographs.

Publish names of participants, scores and photos in synagogue newsletter.

## **Personnel**

Sponsors; publicity; T-shirts; team organizing; prizes; photography; refreshments

## **Supplies**

Sponsor solicitor letters; t-shirts; prizes

## **Financial**

Charge to participants must cover cost of lane and shoe rental. Profit is made from sponsors whose names are printed on back of t-shirts.

## **Comments**

Not a big money maker, but a real fun-raiser.



# ***Businessman's Smorgasbord Luncheon***

## **Introduction/Description**

Taste and tell. This community luncheon, held at the synagogue, introduces local business people to the women in your community. Sell prepackaged foods that are featured at the luncheon.

## **Procedure**

Choose a date; invite different business men and women to participate; determine foods to be served and packaged for sale; send out publicity. Prepare foods for sale and the smorgasbord luncheon. Schedule for specific hours, such as from 11 am to 2 pm.

## **Personnel**

Coordinators; food preparation and presentation; publicity; set up and serving; packaging; cashiers; clean-up

## **Supplies**

Food, tableware, food containers for packaging, invitations

## **Financial**

Allow a 30-70% profit over cost of food. Sales of extra food generate extra profit.

## **Comments**

This can be an annual affair. Advertise in newspapers and on radio stations. Distribute invitations, flyers and reminders (even menus) to local business offices, firms, law and insurance offices, local schools, and churches. Good parking facilities are important.

## **Suggested menu**

Vegetable soup, brisket, chicken, stuffed cabbage, green salad, cole slaw, noodle and/or potatoe kugel, green beans and almonds, rice pilaf, desserts, coffee, tea, soda.



# Character Breakfast

## **Introduction/Description**

Let your children “meet” their favorite television and story characters at a yummy breakfast featuring their favorite foods, as well. Sisterhood of congregation members wear costumes, walking around during breakfast. Children can have their picture taken with the different characters. Children get favors. Cooperate with USY and get even more synagogue members involved.

## **Procedure**

Plan a breakfast with kid friendly foods. Order all foods and supplies. Enlist members to become the characters. Rent costumes, such as Disney characters, Barney, Sesame Street, or storybook characters from a local costume shop. Engage a photographer (professional or volunteer). Send out invitations to all children younger than a pre-determined age. Either make or purchase favors and decorations.

Take pictures with a Polaroid or digital camera (computer printed on site). Immediate result is best.

## **Personnel**

Food purchasing, preparers and servers; costume coordinator; “characters”; photography

## **Supplies**

Food; tableware; decorations; costumes; favors

## **Financial**

Admission must cover cost of breakfast, favors and costume rental. Suggested price: \$7 per child, \$10 per adult.

## **Comments**

During winter break or during other school vacations is a good time to hold this breakfast.

## **Suggested Menu**

Pancakes or French toast, scrambled eggs, cereal, orange juice, milk. Coffee and tea for the grown ups.



# ***Children's Fashion Show***

## **Introduction/Description**

You, too, can have the best dressed children. Using a local children's boutique and children from the synagogue, enjoy a fashion show for the young and young at heart. Serve light refreshments.

## **Procedure**

Solicit a local children's boutique to supply clothes. Ask for volunteer models. Organize a time for children to choose and try on their clothes and rehearse. Choose music and write a commentary. Back-to-school, High Holiday and Passover fashions are good subjects. Charge admission and serve refreshments.

Set up chairs. Prepare food. Check sound system. Write thank you notes.

## **Personnel**

Coordination; publicity; tickets; clothing coordination; script; refreshments; child supervision

## **Supplies**

Refreshments or combine with a breakfast

## **Financial**

The admission charge should cover cost of food. If shop is selling clothing, ask for a percentage to be donated back to Sisterhood.

## **Comments**

This can also be a mother-child fashion show. Using members' children as models attracts mothers, fathers, grandparents, aunts and friends. Raffle off an outfit for more profit.





# Chinese Auction

## **Introduction/Description**

And the highest bidder is.... Everyone brings a wrapped item valued at \$10 or more with written clues to entice bidding. Auction off the items in front of everyone. Serve a kosher Chinese dinner and use decorations with a Chinese theme, such as chop sticks and fortune cookies.

## **Procedure**

Produce a flyer or brochure describing the procedure and asking everyone to bring in wrapped gifts with funny clues. Either prepare the meal or order from a kosher Chinese restaurant.

Set tables with decorations. Create a festive atmosphere.

## **Personnel**

Publicity; solicitation of items; tracking of items; auctioneer; treasurer; food purchase, preparation and presentation; clean up.

## **Supplies**

Food, decorations, table for display of wrapped gifts

## **Financial**

Charge admission to cover cost of food and decorations. A discount can be given for those who bring in gifts.

## **Comments**

The wrapping and the entertaining clues help to raise more money. An exciting auctioneer is the key to enthusiastic bidding. Ask the restaurant to provide a gift certificate for a Chinese banquet as a raffle prize.



# Classes

## **Introduction/Description**

An educated woman is your best member. Offer a variety of classes for a fee. People help support your Sisterhood while enhancing their own skills.

## **Procedure**

Survey your membership as to type of classes they would attend. Engage instructors, hopefully from qualified members of Sisterhood. Establish a schedule. Prepare a brochure and registration form.

## **Personnel**

Editorial; arrangements with faculty; scheduling; materials; registration and bookkeeping

## **Supplies**

Varies with class

## **Financial**

Depends on class, instructor and materials. Fees should cover expenses and allow for a profit.

## **Suggestions for classes**

Adult Education, Current Events, "December Dilemma," Israel, *Rosh Hodesh*, Torah Study, Women in the Bible, aerobics, ballroom dancing, cooking (Bread, Desserts, Holiday), crafts, Israeli dancing, nutrition and healthy eating, painting, scrapbooking, sewing, yoga



# Comedy Night



## **Introduction/Description**

Comedy Tonight! Hire a professional comedian to entertain and serve special desserts, coffee, tea, soda, champagne or punch.

## **Procedure**

Contact an entertainment agent and contract a comedian. Distribute flyers and publicity to local newspapers. Send out invitations. Plan for refreshments and decorations and print a program.

Day of Event: Set up chairs; prepare food; check sound system; check tickets and sell additional tickets at the door.

## **Personnel**

Contracts; publicity; decorations; food purchase, preparation and presentation; clean up; bookkeeping; printing

## **Supplies**

Microphone, chairs, programs, food

## **Financial**

Ticket price should cover cost of comedian, lights, sound system, food, and incidentals

## **Comments**

A program or ad book increases profits. Solicit patrons who might meet with the comedian or have priority seating or receive a cd from him/her. Designate an honoree as "The Spice of Life."



# Craft Show

## **Introduction/Description**

Made by hand, made with love. A craft show affords vendors the opportunity to display their works and your members to enjoy their skills. Optional: Patrons attend an evening preview with a catered dinner and have their names printed in the program booklet.

## **Procedure**

At least one year before anticipated show, invite vendors requesting to participate. Determine fees for booth/table rentals or whether a percentage of sales will be given to the Sisterhood. When the applications are received, send back confirmation letters. Map out the space with booths/tables. Publicity should include invitations to become patrons. Program booklets should list vendors as well as patrons. The event can run for one to three days.

## **Personnel**

Logistics; vendor coordination; editorial; proofreading; printing; food purchase, preparation and presentation; registration; cashiers.

## **Supplies**

Tables; food; identification tags

## **Financial**

Charge patrons \$100 or more. Vendors pay per space, anywhere from \$100 to \$500, depending on size of show and number of prospective buyers. If taking a percentage of sales, organization must collect sales and deduct the set percentage (5% suggested). You can also charge admission to the show. An ad book can bring in additional revenue. In addition, raffle items donated by each vendor.

## **Comments**

Postcards and ads giving \$1.00 off admission can be used to advertise show.



## ***Deli Day (Luncheon)***

### **Introduction/Description**

Hold the mayo. Serve a delicious New York style delicatessen lunch with all the trimmings. Decorations can make the room like the Lower East Side. For additional profit, sell deli and trimmings as a gourmet kosher carry out.

### **Procedure**

Make arrangements with a local kosher deli or butcher for the meats and trimmings. Send out publicity to local businesses and offices, as well as to congregants.

### **Personnel**

Liaison to deli or butcher; “counter” staff; printing; decorations; clean up; sales

### **Supplies**

Food, paper plates, napkins, tablecloths. Deli paper and bags for packaging take-out

### **Financial**

Profit is made on sales of sandwiches as well as gourmet carry out by the pound, sides of cole slaw, potato salad, pickles, rye bread, etc.

### **Suggested menu**

Sliced meats (corned beef, pastrami, salami, roast beef, turkey), sides (cole slaw, potato salad, pickles, sour tomatoes, knishes), bread (rye—with and without seeds, Kaiser rolls), garnishes (mustard, catsup, Russian dressing), drinks (soda, iced tea, coffee).

### **Comments**

This might go well with a book review luncheon for a book dealing with Jews in America in the early part of the 20th century.



# Fashion Show

## Introduction/Description

There are many variations to a fashion show, but every one includes pretty clothes, lovable models, and lots of fun. The show can be combined with food.

## Procedure

Contact a clothes boutique or store to provide the clothes. Select models. You might want to invite *Z'havah* members, new moms, grandmothers, mother/daughters to be your models. Arrange a session for models to try on the clothes, label their choices and put them on racks. Be sure to include accessories. Either the vendor or a Sisterhood member should prepare a script describing the clothes and any other pertinent information. Arrange for food, either from a caterer or the Sisterhood. Request free samples of perfume, candy or cosmetics (from a drug store or local boutique) as favors.

Set tables; hold a brief rehearsal so models know where to stand and when to enter.

## Personnel

Fashion coordinator; publicity; models; dressers; food purchase, preparation and presentation; decorations; bookkeeping

## Supplies

Clothing and accessories; clothes racks and hangers; changing room; tables, tablecloths, napkins and tableware, centerpieces and/or decorations.

## Financial

A fashion show can be very profitable if models are not paid and clothes are donated. Some boutiques will donate a percentage of profit if clothes are purchased. Ask the vendor or store to provide one item or gift certificate as a raffle prize.

## Comments

Coordinate the food with the fashion show theme. It can be a brunch, luncheon, dinner, dessert, or tea. Have a photographer or a Sisterhood member take photos of the models in their finery.

## Variations

Intergenerational: Models are members, their daughters, mothers and/or granddaughters.  
Family: Clothes for men and children, as well as women  
Wedding: Bridal gowns, bridesmaid, mother of the bride/groom fashions  
Around the Year: Clothes for each Jewish holiday  
Children: Children's clothes can be coordinated with adult clothes.



# ***Garage Sale for the Whole Community***

## **Introduction/Description**

What to do when you don't have enough room in your garage for your car. Many families have Garage Sales at their own homes on the same day. Charge a fee to receive a map of all the participating families' homes.

## **Procedure**

Choose a Sunday date. Advertise the date and solicit participation. Print a map of participating homes (with directions) and sell it. Publicity tells how to obtain map.

Each family runs its own sale and sets prices for items sold.

## **Personnel**

Coordination of participating families; map design and printing; publicity; distribution.

## **Supplies**

Solicitation letters; maps.

## **Financial**

Families pay \$25 to participate. Customers pay \$10 to receive map.

## **Comments**

Suggested publicity theme: "We do the advertising and publicity. You do the selling, right from your own garage." Suggested time: Sunday, 1-5 pm.



# Israel Expo

## Introduction/Description

Our hearts are always in Israel. An Israel Expo is part bazaar and part fair. It is an effective method to promote the development and achievement of Israel in the arts, sciences and technology, as well as aiding Israel financially. There is no limit to the creativity, enthusiasm, inspiration, and originality involved. Each Expo has its own flavor but there are general rules to be followed. Some work with the other arms of the synagogue to make a congregational event. Expo should last at least four days to make the effort worthwhile.

## Procedure

Organization must begin at least nine months prior. Committees must be formed. Promotion should be done many months in advance and include posters, advertisements and spot radio ads. Begin to obtain merchandise.

## Personnel

The personnel depends upon the extensiveness of the Expo. These are some guidelines:

Chairs meet with each committee, coordinating, informing and planning. They must clear the calendar so that no other community affair is in conflict.

Secretary sends out email/letters to recruit volunteers; sends notices of meetings and keeps records.

Treasurer is responsible for all records of expenditures and receipts.

Publicity in bulletins, newspapers, flyers, radio and television, and email

### Sub-committees

#### 1. **Decoration and Display**

2. **Financial** responsible for all monetary expenditures; supervises cashiers.

3. **Floor Planning** sets up and designates location of all booths, displays and tables.

4. **Food** is responsible for the Israeli Café using Sisterhood women, a local caterer, restaurateur or a representative of food products.

5. **Insurance and Legal** arranges adequate coverage in order to minimize liability for the merchandise. An attorney must see that all necessary steps are taken in obtaining permits and licenses and reads over all contracts.

6. **Printing** coordinates all printing. Printing everything at one time saves money. This includes invitations, programs, flyers, tickets, labels, menus, bumper stickers, price tags, sales slips, posters, banners, signs, ad books, buttons, and displays. Everything should be coordinated as to logo, color and design.

7. **Program** plans the major events such as speakers and artists.

8. **Publicity** arranges personal interviews, spot announcements on the radio (no cost), and places ads in local newspapers. Sends special mailings and emails to membership. Sets up and uses phone squads.

9. **Sales** sets up a system for handling and recording sales and provides a sales force to staff all booths and exhibits, on a shift system.



### **Optional Committees**

1. **Ad Book or Program Book** to show booth layout and displays. It also contains advertisements. Solicitation of advertisers should start immediately after the date of the event is chosen.
2. **Art** familiarizes the public with the art, culture and antiques of Israel. Coordinates an exhibit of art, sculpture and crafts for sale and/or auction with a local art dealer or shop.
3. **Coin and Stamp** displays Israeli coins and stamps.
4. **Fashion** organizes a sale of Israeli made sportswear, outerwear, swimwear, children's and infants clothing, and fashion accessories. Contacts department store to get merchandise and/or aids in getting models and coordinating fashion show.
5. **Opening Night** or Patrons is responsible for the gala opening, featuring speakers and artists. Invite American and Israeli dignitaries to give greetings. Patrons and Contributors' names should appear in an Ad Book.
6. **Security, Ushers and Parking** is responsible for police and fire protection, and hiring guards, security for pre-Expo storage and post- Expo removal.
7. **Travel and Tourism** contacts a travel agency to arrange a congregational trip to Israel with the Sisterhood receiving a percentage of the price. A contract should be drawn up.

### **Supplies**

Merchandise purchased or sold on consignment; Israeli food; decorations, publicity banners, posters and flyers; display materials (tables or booths); program book

### **Financial**

Charge admission and sell Israeli products and foods. Charge for entertainment and/or a Patrons Event. An Ad Book can make additional funds.

### **Decorations**

Suggested themes: Shalom, Shalom, The spirit of Israel, Experiencing Israel, Israel Expo 200X. The decorations can take you to the walls of Jerusalem or the streets of cafes of Tel Aviv. Photographs of Israel, taken by members, makes another decorative feature.

### **merchandise**

Israeli jewelry, clothes, toys, books, leather accessories, perfumes and beauty products, giftware, glassware, ceremonial articles, art, music, and food. Merchandise may be obtained by direct purchase from Israel, from importers, on consignment or a percentage of sales, or by tying in with a local department store, supermarket and/or a travel or tourist office. Visit [www.uscj.org](http://www.uscj.org) and click on "All for Israel" for a full selection of Israeli goods.

### **auxiliary Events**

Israeli Wine and Cheese Reception for patrons  
Fashion Shows  
Lectures on modern Israel  
Children's Mural  
Israeli entertainers, films, and artists



# ***Jewish Interest Tours***

## **Introduction/Description**

Oh, the places you can see and the people you can meet on a guided bus tour to places of Jewish interest. Most people are intrigued with their roots and this is a wonderful way to find out more first hand, or to learn about a community to which you are new.

## **Procedure**

Select places of Jewish interest such as where the Jewish community started, the first synagogue, museums or homes containing Jewish art or artifacts, etc. Choose a date. Reserve a bus or buses. Plan for food for the bus and lunch or dinner at a kosher restaurant. If a kosher restaurant is unavailable, a dairy meal may be acceptable. (Check with your rabbi.) Prepare a flyer or booklet describing where you're going.

Check arrangements for bus a day or so before the event. Have list of people who have made reservations with you. Verify food arrangements with restaurant.

## **Personnel**

Tour arrangements; bus arrangements; food acquisition/restaurant arrangements; publicity; bookkeeping

## **Supplies**

Flyers, posters and booklets; food for bus; napkins.

## **Financial**

Fees should cover admission to sites, food, bus, and printing.

## **Comments**

This event requires a lot of interesting research. Many people find that one trip is not enough, so be prepared with a possible itinerary for next year.



# ***Kidnap Breakfast***

## **Introduction/Description**

There are adventures to be had when members are “kidnapped” and taken to breakfast at a surprise location (the synagogue or in someone’s home).

## **Procedure**

Announce through publicity that there will be a “Kidnap Breakfast” some Sunday in a certain month. Don’t give away the exact date, adding to the fun. Once your team of volunteers is organized, they are told the date to confirm their ability to participate.

A driver appears at a member’s home and asks, “Ready for breakfast?” Take photos with a digital camera. All the “victims” are taken to a delicious breakfast (bagels, lox, cream cheese spreads, scrambled eggs, blintzes, juice, coffee, tea). Print up the photos and send them to your guests as a memory after the event.

## **Personnel**

Organization; drivers; photographers; food preparation; publicity; speaker or entertainer, optional.

## **Supplies**

Digital cameras and printer; food .

## **Financial**

If a guest goes as she is, she pays only for breakfast. If she changes or puts on make-up, she pays an extra fee. Fees should cover costs.

## **Comments**

This is an excellent “mixer” for all ages. The fewer people who know the exact date, the better the surprise element. A program or entertainment makes the breakfast even more fun.



# ***Kids Concert***

## **Introduction/Description**

Parents are often looking for things to do with their children during school holidays (Columbus Day, Martin Luther King Day, etc.) or on a Sunday morning.

## **Procedure**

Choose a performer, looking at local talent or contact a booking agent. Set time and place. If your synagogue auditorium is not large enough, rent space at a local college, high school, JCC, or movie theatre. Check on requirements for custodians, traffic police, and parking, insurance, availability for individuals with disabilities. Check out dressing room space. Arrange for light and sound using a good company. Advertise in nursery schools or grade schools. Sell tickets.

Check light and sound. Set up table for ticket sales. Set up refreshment stand, if applicable.

## **Personnel**

Booking; light and sound; tickets and seating; publicity; food and/or merchandise; program ad book; ushers.

## **Supplies**

Posters; tickets; sound and light equipment; piano, if necessary.

## **Financial**

Factor in the costs of performer; printing; publicity; light and sound rental. Underwriters can help defray the costs.



# ***Kitchen Shower & Cooking Demonstration***

## **Introduction/Description**

What better way to improve your own cooking than by providing items for the synagogue kitchen? Members bring a requested kitchen item or donate money toward purchasing large items. Combined with a cooking program in the synagogue kitchen, this can be a great opportunity to learn new cooking techniques and help the synagogue.

## **Procedure**

A small committee evaluates the synagogue kitchen and prepares a “Wish List” of items needed, such as a mixer, serving trays, serving utensils, or thermal coffee pots. Print this list with the invitation. Members choose either to purchase an item, give a donation, or support the kitchen shower effort by attending. Hire a chef from a local restaurant or caterer. Make arrangements for menu and for purchasing ingredients.

## **Personnel**

Kitchen evaluation; publicity; printing; purchasing of items; chef arrangements; cooking demonstration

## **Supplies**

Ingredients and utensils for cooking demonstration

## **Financial**

Admission charge (\$18 minimum) should cover the cost of ingredients and a fee or gratuity to the chef. Profit is made in the sale of items on the Wish List.

## **Comments**

A chef can prepare desserts to be enjoyed with coffee, tea and cold drinks. Chef can answer questions about baking, kosher ingredients, garnishing, etc.



# ***Kitchen Shower and Wedding Memories***

## **Introduction/Description**

Make your synagogue kitchen into a blushing bride and purchase the items it needs. At the same time, share everyone's wedding gowns and albums. When combined with a *tz'dakah* drive for helping needy brides in Israel, everyone comes out a winner.

## **Procedure**

Prepare a list of kitchen items along with their costs and include it with the invitations. Guests can purchase the items directly or send in a check. Plan an appropriate program and menu.

Decorate the room with a *huppah*.

## **Personnel**

Design; "Mothers of the bride" to purchase items; display of bridal gowns and albums; publicity; decorations; photography; food purchase, preparation and presentation.

## **Supplies**

Invitations; postage; table decorations or flowers

## **Financial**

The couvert should cover cost of dinner, invitations, postage, decorations, and food

## **Comments**

Program options include a bridal fashion show, a concert of Jewish wedding music, or simply opening the beautifully wrapped gifts and looking through albums and admiring the gowns. The history of each gown can be attached or told orally (when it was first worn, how many have worn it, etc.). Prizes can be given for the longest married, newest bride, funniest or most unusual wedding story.

Gowns can be donated for needy brides in Israel. For more information, contact Danny Siegel's Ziv Fund at 973-763-9396 (Fax 973-275-0346).



# Mah Jongg Tournament

## Introduction/Description

A full day of fun, food and a chance to win prizes. All levels of players, including beginners, welcome. Great for *Purim*.

## Procedure

Send out flyers/invitations 6 to 8 weeks prior. Ask players preregister and pay, and check off if they will be bringing their own sets. Card tables may have to be borrowed or rented. Prepare breakfast and lunch.

All players begin at the same time. When a game is finished, players exit to social hall. When all tables are finished, they are reset and players rotate to other tables. Winners play other winners until one winner remains. Prizes are given to highest scores and most number of wins.

## Suggested schedule

8:45	continental breakfast
9:15	mah jongg play begins
12:00	lunch buffet
1:15	mah jongg play resumes

## Personnel

Coordinators; instructors; runners to replace coffee, tea and water; food purchase, preparation and presentation; raffles; clean up

## Supplies

Card tables, name tags, mah jongg sets, raffle items; food

## Financial

Charge \$25 per player. Expenses: professional organizer; instructors; prize money

## Comments

Ask players to pre-register and bring their own mah jongg sets. A professional organizer keeps score electronically and supervises play.

Additional money can be made on a raffle of donated prizes



# Movie Night

## **Introduction/Description**

Those oldies but goodies. Select a movie people haven't seen in a while; charge admission; serve popcorn and light refreshments. What a wonderful way to while away a winter's night.

## **Procedure**

Committee selects a movie and sends out publicity. Plan and prepare refreshments. Check film, video or DVD capability. On the day of the event, recheck film hookup for sight lines and sound.

## **Personnel**

Movie selection; refreshments; publicity; projectionist.

## **Supplies**

Movie (film, video, or DVD); equipment (projector, video, or DVD machine) and screen. Food.

## **Financial**

Charge should cover expenses

## **variations**

Costumes to coordinate with film  
Musicals as "sing alongs." Some movies can be rented with projected lyrics.  
A discussion of the film following screening  
Silent Movie Night encourages frivolity  
Israeli film





# ***Murder Mystery Night***

## **Introduction/Description**

Who done it? Let people follow the clues to solve a “murder.”

## **Procedure**

There are published murder mystery games available to help plan the event. Either hire a cast or choose members to play the characters. Choose an interesting location tied in with the theme, such as a store or office, train station, museum, or restaurant, a private home or a different area of the synagogue. Carry out the theme with decorations and food.

At the event, chosen characters mingle with the guests and give clues. Award prizes for solving the mystery first.

## **Personnel**

Coordinator; printing; actors; food; decorations; publicity

## **Supplies**

Food; props; prizes (purchased or donated)

## **Financial**

Fees should cover all expenses. Suggested price is \$18 to \$36 per person

## **Comments**

It is a good idea to invite friends from outside the community so that cast members are not recognized.



# ***Progressive Dinner***

## **Introduction/Description**

Why should one hostess have all the fun (and all the work)? Hold cocktails at one home, or at several homes, depending on the number of participants, dinner at another, and dessert at one central place.

## **Procedure**

Begin planning early. Create a master chart to place guests in homes (8 to 12 per home). Additional guests can be accommodated for cocktails if hostess agrees. Two weeks before the event, send invitations to guests with directions telling them where they need to be for cocktails.

Menus can be individualized or set menus can be planned for all homes.

Prepare envelopes with the name of dinner hostess and directions for each guest. Deliver them to the cocktail hostesses with instructions not to open them until a specific time on the evening of the event. Neither the cocktail hostesses, the guests nor the dinner hosts know who will be at each home.

## **Personnel**

Coordinators; scheduling; printing; directions; dessert reception committee

## **Supplies**

Invitations; envelopes with names and directions; dessert reception supplies

## **Financial**

Suggested price: \$36 per person

## **Comments**

Kosher homes are preferred but dairy meals may be acceptable, if approved by your rabbi. The hostesses only know how many are coming to their homes. This is a perfect event for singles and for integrating new members.

Take careful notes so that if the event is repeated, guests do not repeat homes. Patrons can be asked to pay more and get a small gift from the Judaica Shop or their names in a program.



# ***Rummage Sale or Flea Market***

## **Introduction/Description**

Everyone loves a bargain. In addition to members donating old items, wholesalers and businesses also provide merchandise for a one to three day sale.

## **Procedure**

Send out two kinds of publicity: one advertising time and location of sale, and one advertising system for merchandise dropoff. Send announcements to customers who put names on the list at previous sales.

Once the items are collected, price them and separate by categories (men's clothes, women's clothes, children's clothes, kitchen items, toys, furniture, bicycles). Set up a separate boutique area or better clothing and jewelry. Sell items from the Judaica Shop. Ask local businesses to donate new items from excess inventory. Clothing on hangers sells better than clothing folded on tables.

Assemble theme baskets, wrapped in clear plastic, to be bid upon. Try to get larger items such as televisions or computers for a silent auction.

## **Personnel**

Coordinators; merchandise pricers; sales people; cashiers; baggers; food

## **Supplies**

Price tags; display tables, clothing racks and hangers; calculators, cash boxes, bags, food

## **Financial**

A lot of money can be made, depending on quantity and quality of merchandise, and number of customers. Cash only, no checks or credit cards.

## **Comments**

A rummage sale is very labor intensive. It can be held indoors or outdoors in parking lot. Suggested hours: Sunday: noon to 5 pm; weekdays: 10 am to 4 pm.

Some Sisterhoods run week-long sales with specials each day:

Bag Day -- customers fill a grocery bag and pay only \$5.00 for everything in the bag

Bargain Day -- all items are \$1.00 and \$2.00.

A large mailing list is important, especially when the sale is repeated.



# ***Simhah Expo (Party Planning Showcase)***

## **Introduction/Description**

Planning a party should be a pleasure, not a burden. Make it fun for your members. Vendors pay to showcase their services and people pay to meet with them and see, hear and/or taste samples. Exhibits include invitations, party favors, photographers, disk jockeys, musicians, florists, caterers, decorations, balloons, centerpieces, candy, etc.

## **Procedure**

Contact and confirm vendors. Letters and follow-up phone calls work best. Prepare a floor plan. Prepare hand-out of vendor list. Be sure to invite families planning bar/bat mitzvahs, weddings. Ask for donations from vendors for raffles or silent auction.

## **Personnel**

Coordinators; publicity; registration

## **Supplies**

Tables; food; signs, flyers and other publicity

## **Financial**

Vendors pay up to \$100 for four hours. Admission charge is optional. Raffles and silent auction bring in additional funds.

## **Comments**

Only two vendors should be accepted in any one type of business. Unless room is very large, schedule only one disk jockey, band or musicians. Another option is to schedule music by the hour or two hours. Vendors can donate one item for drawing for additional profit. Drawing can be linked to charged admission. Food can be provided by caterers. Decorations can be provided by balloon vendor or florist.



# ***Sisterhood Lock-up***



## **Introduction/Description**

Help! Get me out of here! Sisterhood members send pictures of themselves “in jail” behind bars to friends, relatives and associates and ask for donations to get out. Award prizes to those who raise the most money or who have the most supporters.

## **Procedure**

Ask a member to be the photographer. Create jail bars from wood or posterboard. Make a schedule for taking photographs. Design a “get me out of jail” letter that members can send to their friends and family.

On the day of the event, set up the jail and take the pictures with a Polaroid or digital camera and print immediately. Digital photos can be also used for e-mail solicitations.

## **Personnel**

Photographer; printing of photos (if different from photographer); set design; record keeping, publicity

## **Supplies**

Camera and film or disks; set

## **Financial**

Cost of film and duplicating photos. Least expensive way is to send photos by e-mail.

## **Comments**

The event can be done without photos, but photos make it more fun.

## **Suggested wording**

I need your help in raising “bail” money! On (date) , I have been “arrested and jailed” for \_\_\_\_\_ Sisterhood. The only way I can be “released” is to secure “bail” in the form of donations or pledges from my family, friends, and associates. Please help me “get out” by sending me your pledge amount or your check (made out to \_\_\_\_\_ Sisterhood). You can send it to me at (address) . The “bail” money raised will be used for \_\_\_\_\_ and these donations are 100% tax-deductible. Thank you for your help.



# Spaghetti Dinner

## **Introduction/Description**

Lotsa lotsa pasta and all the fixings make for a delicious and delightful event, especially when combined with a program or served in the synagogue *sukkah*.

## **Procedure**

Choose date and time. Send out invitations with rsvp. Plan and prepare food.  
Package leftovers for sale.

## **Personnel**

Coordinators; food purchase, preparation and presentation; publicity; clean-up

## **Supplies**

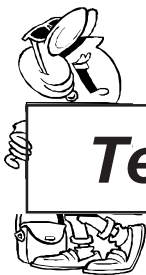
Food; tableware; invitations

## **Financial**

Admission should cover cost of food

## **Suggested menu**

Spaghetti, green salad and Italian dressing, garlic bread, cookies, fruit and ice cream sundaes (if menu is dairy), coffee, tea, soda



# ***Teacup Auction***

## **Introduction/Description**

How very, very British. This twist on the old raffle involves a teacup in front of every item in which guests drop their tickets. Members can supply their own antique or unusual teacups for some decorative flare.

## **Procedure**

Solicit gifts from local shops and merchants using letters sent by Sisterhood members. Display the gifts with teacups in front of each. Combine some items into gift baskets. Guests purchase their tickets, write their names on them, and drop them into the teacups in the front of each item. Pull out one ticket from each cup to find the winners.

## **Personnel**

Coordination; gift solicitation; packaging; set up; publicity; sales

## **Supplies**

Gifts, tickets, teacups

## **Financial**

Sell tickets for \$2 for one, \$5 for three, \$10 for seven. Since all items are donated, everything is profit.

## **Comments**

A variation is to use item's from the Judaica Shop's end-of-year inventory. Combine with a luncheon, dinner or meeting.



# Theater Party

## **Introduction/Description**

A little culture never hurt anyone, and going to the theater, opera or a concert with friends is always more fun. Plan an evening or afternoon around the performance.

## **Procedure**

Check local theaters, paper, website or calendar for upcoming events. Make contact with venue and purchase tickets at a group rate. If necessary rent a bus. Plan a pre- or post-theater party (brunch, cocktail reception, dessert). Food can be served on the bus, depending on distance traveled. Send out publicity and invitations.

Double check arrangements for food and buses, including time and place of pick-up.

## **Personnel**

Coordinators; tickets; buses; food; publicity

## **Supplies**

Flyers and/or invitations, posters, tickets or bus passes, food for party or bus

## **Financial**

Tickets should be pre-paid. Cost should cover ticket, bus, food and publicity.

## **Comments**

Theater, opera and concert parties are good fundraising projects for Sisterhoods, especially in urban areas or suburban areas close to the larger cities.

When purchasing group tickets, know exactly which seats you are buying. If reserving whole theater, get an explicit statement as to how many and which seats are reserved for theatre personnel. Keep deposit as low as possible. Tickets sold by the theater for that performance must be the same price or more than group rate.

If a name star is in the show, his or her name must be in the contract with a provision for repayment or adjustment if star does not show.





# Wedding Fashion Show

## Introduction/Description

Who doesn't love a wedding? Model wedding gowns of members and invite a local bridal shop to supply new gowns. Include mother-of-the-bride/groom and bridesmaid dresses. Commentary and music link the gowns to appropriate time period.

## Procedure

Women are invited to model (or bring in to be modeled by someone else) their wedding gowns.

Ask the *hazzan* (or another singer) to perform Jewish wedding music. Recorded music can be used if live music is unavailable.

## Personnel

Coordinator of models, dresses and accessories; music; commentary; publicity; food

## Supplies

Dresses, accessories; food, tableware, centerpieces

## Financial

Expenses can be minimal. Ask a local florist to donate flowers, or plan for the day after a wedding in the synagogue and ask to reuse the flowers. Cost of food should be covered by ticket price.

## Comments

The setting can be a runway, a long runner with tables on either side, or the sanctuary and synagogue *huppah*. Involve men as groom and groomsmen. Ask a tuxedo shop to donate tuxedos or ask the men to supply their own.

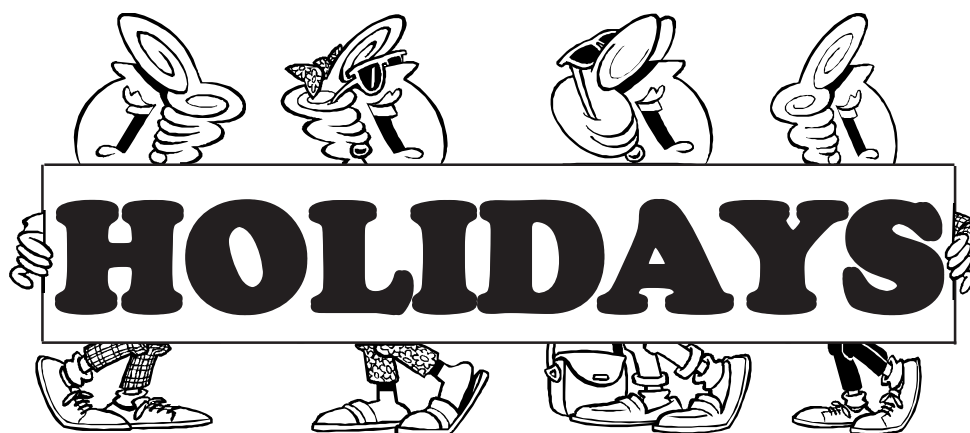


## ***Your Ideas***



# ***Your Ideas***





***Rosh HaShanah (Sept-Oct)***

Sales: New Year Cards, Flower Sale, Gourmet Gift Basket

Print: New Year Greeting Book

***Simhat Torah (Oct-Nov)***

Sales: Edible Torahs

***Hanukkah (Dec)***

Sales: *Hanukkah* Popcorn & Gift Baskets

Events: *Hanukkah* Happening

***Purim (March)***

Sales: *Hamantaschen* (Baking & Selling), *Mishloah Manot*

Events: Bunco Night, Hawaiian Purim Luau, Monte Carlo Party or Casino Night,  
*Purim* Auction, *Purim* Costume *S'udah*, Rubber Ducky Derby

***Passover (April)***

Sales: Plagues Bag, Passover Candy

Events: Midweek Passover Luncheon or Dinner, Passover Wine Tasting/Wine Dinner  
and Sale

***Yom Ha Shoah (Holocaust Remembrance Day) (April-May)***

Sales: Tulip Bulb or Tulip Centerpiece

# Rosh HaShanah Flower Sale



## **Introduction/Description**

Help your families enhance their holiday celebrations with the beauty of flowers. Arrange for flowers to be sold and/or delivered through a local florist.

## **Procedure**

Negotiate with a local florist to purchase floral arrangements, vases or custom orders to be resold for \$25, \$35, \$45, or \$55. Distribute flyers with complete order form. The flowers should be delivered to the synagogue to be picked up one or two days before the holiday.

Several people organize the flower pick-up.

## **Personnel**

Florist contact and arrangements; flyer design and distribution; orders; pick up and distribution.

## **Supplies**

Floral arrangements or loose flowers

## **Financial**

The profit depends on the number of arrangements sold and the mark up.

## **Comments**

A flower sale is also appropriate for Passover and/or Mother's Day. Other variations are flower arrangements for *Shabbat*, anniversaries or other special occasions.



# ***Rosh HaShanah Gourmet Gift Baskets***

## **Introduction/Description**

A tisket... A tasket...A delicious holiday basket! What an easy way to tell friends, family or hostesses how much you are thinking of them at this time of year.

## **Procedure**

Determine what items you want to include in the holiday baskets. Purchase the items or ask for donations. Arrange the baskets, wrap them in cellophane and distribute.

Baskets are picked up at the synagogue (or delivered).

## **Personnel**

Basket contents; purchasing/soliciting; arrangements; publicity; delivery/pick up

## **Supplies**

Baskets; contents; cellophane wrap

## **Suggestions for baskets**

All food items must be kosher.

**Celebrate Israel:** wafers, chocolate, packaged cookies, halvah, honey, or packaged soups

**Pasta Perfect:** pasta, pasta sauce, olives, flavored olive oil, crackers or bread sticks

**Delectable Desserts:** cookies, dried fruit, wrapped candies, herbal tea, coffee, wine

**Other options:** fancy jams or jellies, popcorn, oranges and apples, mugs or honey jars

## **Financial**

Baskets can vary in price from \$10 to \$36, depending on their contents.

## **Comments**

Baskets can be purchased from The Kosher Palate, Inc. or other companies that advertise in Outlook Magazine and resold. Baskets can also be sold for *Hanukkah* or *Purim*.



# ***Rosh HaShanah Cards***

## **Introduction/Description**

Say "Happy New Year" with a Sisterhood New Year card. Order cards from one of several companies and sell them to your membership.

## **Procedure**

Research catalogs and companies. Choose the company and/or specific cards. Distribute flyers with a due date and take paid orders.

Cards are delivered either to a central location for distribution or are mailed directly to the purchaser.

## **Personnel**

Card/company selection; orders; distribution; bookkeeping

## **Supplies**

Cards, flyers.

## **Financial**

Profit often is a percentage of sales.

## **Comments**

There are many card companies to choose from. One suggestion is CHASE, 49 Maple Street, Milford, MA 01757 or others that advertise in Outlook Magazine.



# ***Rosh HaShanah Greeting Book***

## **Introduction/Description**

When everyone's good wishes are combined, a congregation becomes a community. Members make donations to a fund and a book of all the good wishes is distributed at services.

## **Procedure**

Prepare a flyer offering choices of greetings:

Wishing our friends a happy and healthy New Year

*Shanah Tovah*

May the New Year bring you health, happiness and prosperity

and a choice of signature:

The Gold Family

Beth, Neil, Julie and Dan Gold

Beth and Neil Gold and Family

Be sure to include a deadline with the form.

Compile the greetings alphabetically and print them in a booklet form. Add seasonal, Jewish illustrations or quotes.

Distribute the booklets on *Rosh HaShanah*.

## **Personnel**

Flyers/forms; administration; data entry and formatting; design

## **Supplies**

Flyers with return form; paper to print booklet.

## **Financial**

Suggested donation: \$10 per greeting. Profit is donations, less cost of printing

## **Comments**

High profit for low effort.





# ***Simhat Torah Edible Torahs***

## **Introduction/Description**

Many years ago, rabbis would sweeten the beginning of learning Torah by putting honey on Hebrew letters and give it to a child as he began his Jewish studies. Today, we can sweeten our study of Torah by selling edible Torahs. Edible Torah kits are assembled and sold to children to celebrate our Women's League *Mitzvat Torah* project or *Simhat Torah*.

## **Procedure**

Pretzel rods are the Torah scroll rollers, fruit roll-ups are used for the Torah parchment, and licorice string is the Torah binder. (All ingredients must be Kosher.)

Purchase the ingredients. Prepare written instructions. Assemble the kits.

For each kit: 2 pretzel rods, 1 fruit roll-up, 1 licorice string, directions for assembly.

Sell the bags for \$1.00 at Sisterhood meetings, through the Judaica Shop or through the religious school.

## **Personnel**

Purchasing; assembly; publicity; sales

## **Supplies**

Pretzel rods, fruit roll-ups, licorice strings; plastic sandwich bags; printed directions

## **Financial**

\$1.00 a bag is the suggested price.

## **Comments**

This was designed as a way to highlight the Women's League *Mitzvat Torah* project in the congregation, especially around *Simhat Torah*.



# ***Hanukkah Happening/Hagigah***

## **Introduction/Description**

A *Hanukkah* celebration for all ages. Activities include a Latke Bar with lots of toppings, *sufganyot* (jelly doughnuts), Make 'n Take Crafts (including candlemaking, painting dreidels, and decorating picture frames), and Bring a New Toy for donation through Jewish Family and Childrens' Services, an act of *tz'dakah* and an afternoon of fun!

## **Procedure**

Determine which activities you would like to produce. Arrange for personnel and materials. Layout space in the room or building. Design and distribute a flyer and put publicity in local newspapers. Purchase and prepare food.

## **Personnel**

Food; crafts; reservations; set up; clean up; donations

## **Supplies**

Food (latkes-homemade or purchased, toppings such as sour cream, applesauce, canned cherry; Israeli salads; tuna sandwiches; *sufganiyot* (doughnuts); beverages-soda, coffee, tea).

Craft supplies for painting dreidels, candlemaking, making friendship bracelets, decorating picture frames

Big bag or carton for collecting new toys.

## **Financial**

Suggestion: \$5 per person, plus an additional charge of \$3-\$5 for crafts. Make sure admission charge covers the cost of the food.

## **Comments**

Include other activities such as dreidel games, music or a *Hanukkah* play.



# ***Hanukkah Popcorn and Gift Baskets***

## **Introduction/Description**

The Maccabees would have had a lot more fun with *Hanukkah* popcorn and gift baskets. You can pre-order the baskets from The Popcorn Factory or other companies that advertise in Outlook Magazine. They mail directly to the purchaser or deliver to the synagogue in bulk for even more profit. This is a wonderful way to send delicious and much appreciated greetings to your college students.

## **Procedure**

Contract with a popcorn provider. Send out flyers with the order form. Send the large order to company. If delivered in bulk, have a pre-party to organize the orders.

## **Personnel**

Contact with company; processing; publicity

## **Supplies**

Flyers or bulletin spots

## **Financial**

Profit depends on number and size of orders. Baskets are sold for \$19.95, \$24.95, \$29.95 and \$39.95, plus shipping of \$5.95 each. Profit ranges from 3%-20% of total amount. If shipped to one address, baskets are sold with no shipping charges. Basket prices can be adjusted.

## **Comments**

Low labor intensive. The baskets are all kosher and include 3-5 popcorn flavors. More expensive baskets include Bavarian pretzels, candy, nuts, and cookies. All are boxed and colorfully wrapped. For further information: phone 800-323-2676, Fax: 847-362-7033, [www.thepopcornfactory.com](http://www.thepopcornfactory.com)



# Purim Bunco Night

## Introduction/Description

Very simple dice game played in groups of four (2 teams of 2). First round, everyone tries to throw a 2. Roll 3 dice and get points for each 2 that shows. When time is called, the winning team moves to the next table and changes partners. The losing team stays where it is but changes partners. Second round, only 3's count for points. (Must be on one die.) Third round, only 4's count. Then 5's. Then 6's. If anyone rolls 3 of the number being played, he/she immediately yells "Bunco". There is a prize which is passed around to anyone who gets BUNCO that is worth 20 points. The last player to get the prize, keeps it.

## Procedure

Solicit donations for prizes. Advertise.

Set up small tables (or long ones with a game at each end). Place 3 dice, 4 pencils, and 4 score sheets at each game. Dice and pencils are left on the table. Each person keeps his own scoresheet. Supply some "nosh" to keep the contestants happy.

## Personnel

Prize solicitation; set up; emcee to explain the game; time keepers; food

## Supplies

Dice; pencils and scoresheets (4 pencils and 4 scoresheets for each game); Snack foods (nuts, pretzels, M&M's); dessert, coffee, tea and soda; prizes

## Financial

Minimal outlay. Charge for entry.

## Comments

This is a great evening for the whole family, ages 7 and up right after the *m'gillah* reading. Offer prizes for the most points, fewest points, most Buncos, etc.



# Purim Hamantaschen Sales

## Introduction/Description

Prune, poppy or apricot...is there anyone who doesn't love *hamantaschen*? Bake them in the synagogue and sell them to members, family, friends, and the community. Include them in *Mishloah Manot* packages. People can order one flavor or an assortment.

## Procedure

Choose a recipe that can be done in great quantities. Send out order forms. Set up a schedule for baking. Purchase ingredients. Decide whether you will have extra to sell at the door or only pre-paid purchases.

Teams of women bake in the synagogue kitchen. Put one filling per cookie sheet so they can be identified. Package the hamantaschen in plastic bags and sort by filling.

Fill orders and distribute.

## Personnel

Coordinators; orders; scheduling; purchasing; baking; packaging; publicity/printing  
An assembly line works well, i.e., mixing dough, rolling dough, adding filling, pinching corners, baking, packaging, etc.

## Supplies

Ingredients; equipment; plastic bags for packaging

## Financial

Suggested price: \$9 per dozen; baker's dozen for pre-paid orders

## Suggested fillings

Apricot, cherry, peach, poppy seed, prune, and pineapple.

Poppy seed, prune and fruit fillings can be enhanced with the addition of lemon or orange rind and juice, vanilla or almond extract, and/or raisins and nuts.

Favorite fruit preserves, pie fillings, fruit butters or Nutella (a chocolate-hazelnut spread) can also be used.

The dough can be cookie or cake-like dough.

## Comments

Baking together is an intergenerational activity that encourages friendship and camaraderie, and passes on wonderful traditions down through the generations.



# ***Purim Hamantaschen Recipe***

## **Cookie Dough**

2 cups sifted all-purpose, unbleached flour  
(plus more as needed)

½ teaspoon baking powder

½ teaspoon salt

½ teaspoon baking soda

½ cup sugar

½ cup (1 stick) parve unsalted margarine,  
at room temperature

1 large egg

2 tablespoons orange juice

1 ½ teaspoons vanilla

Preheat the oven to 350 degrees. Cover a cookie sheet with parchment or use a nonstick cookie sheet. In a non-reactive bowl, stir together the flour, baking powder, salt, baking soda and sugar. Cut in margarine with two knives or a pastry blender.

In a separate nonreactive bowl, beat egg with orange juice and vanilla. Add mixture to the dry ingredients and stir just until blended. Mold the dough into a ball, wrap it in plastic wrap or wax paper and refrigerate several hours or overnight.

Roll out the dough with a rolling pin on lightly floured waxed paper or a floured pastry board until the dough is about 1/8 inch thick. Add more flour, a little at a time, if the dough is very soft and sticky. Use a cookie cutter, drinking glass, or empty can to cut out circles of dough.

Put a generous tablespoon of filling in the center of each circle (use less if making smaller hamantaschen). Pull up the rounded edges of each circle to form a triangle. Pinch each of the three seams together, leaving a small opening in the center where the filling can be seen. Arrange the hamantaschen on the cookie sheet. Bake 20 minutes or until light brown. Cool on a rack. Makes 8 to 10 large hamantaschen.

## **Pineapple Filling**

½ cup pitted prunes

½ cup dark raisons

½ cup dried apricots

1 (8-ounce) can crushed pineapple in juice, undrained

Grated zest of 1 lemon

¼ cup walnuts, finely chopped (optional)

In a food processor fitted with the metal blade, combine the prunes, raisons, and apricots. Process until finely chopped. Do not puree. Place in a small nonreactive bowl and add remaining ingredients. Stir to blend. Makes enough to fill 10 large hamantaschen.

## **Cherry Filling**

1 (10-ounce) jar Solo or Baker brand cherry filling

Grated zest of 1 lemon

¼ teaspoon lemon juice

½ teaspoon almond extract

¼ cup blanched almonds, finely chopped

Place the cherry filling in a small bowl. Add the remaining ingredients, including the nuts, if using. Stir and adjust the flavorings to taste. Makes enough to fill 8 to 10 large hamantaschen.



# Purim Costume S'udah

## Introduction/Description

Enliven your *Purim s'udah*, the celebratory meal held on the holiday of *Purim*, with costumes. The *s'udah* can be either dinner before the *m'gillah* reading in the evening or a luncheon on *Purim* day. Have a photographer on hand to record the event and award prizes for the funniest, most topical, most creative, etc. costumes.

## Procedure

Distribute flyers and publicity. Decide on food and order. Determine decorations. Engage a photographer, professional or volunteer. Determine prize categories. Include a costume parade, games, sing-along, *Purim shpiel*.

## Personnel

Coordination; publicity; photography; prizes; judging; food purchase, preparation and presentation; clean up

## Supplies

Flyers; prizes; tableware; decorations; food

## Financial

Fees should cover all expenses.

## Comments

This can be a much anticipated annual event.



# Hawaiian Purim Luau

## Introduction/Description

Bring ancient Persia to Waikiki and host a *Purim s'udah* luau after *m'gillah* reading. Use the Hawaiian theme in publicity, menu and decorations.

## Procedure

Design intriguing and fun invitations, publicity and decorations. Queen Esther with a floral lei? Mordecai with a ukelele? Design the menu. Choose entertainment. Purchase, prepare and present food. Solicit raffles and/or gifts.

## Personnel

Design; food purchase, preparation and presentation; entertainment; raffles/prizes

## Supplies:

Food; decorations; prizes

## Financial

Suggested ticket price: Pre-paid, \$18 adults, \$10 ages 6-13, \$60 max per family  
At door, \$20 adults, \$12 ages 6-13, \$70 max per family

## Comments

Suggestions for invitation:

EAT...A buffet dinner of Hawaiian Delicacies

DRINK..."Royal wine in abundance according to the King's Bounty"

(Esther 1:7)

LAUGH...along with breathtaking entertainment

SING AND DANCE...to lively Jewish music

You can include Purim craft stations and children and adult masquerade party with prizes.





# Mishloah Manot Sale



## Introduction/Description

One of the *mitzvot* of *Purim* is to send gifts and to give charity. Pre-assembled *Mishloah Manot* baskets sent by Sisterhood help everyone fulfill this *mitzvah*. Using computer data bases, an order form is distributed and the data collated. Then baskets (or bags) are filled and delivered. Suggestions for placement in baskets or bags include hamantaschen (Sisterhood baked or purchased), oranges, apples, wrapped candies, small bottles of wine. All food must be kosher.

## Procedure

Send a form to congregants to complete and return. The form should explain the *mitzvah* and include the names of all the members of the synagogue so that they can check to whom they would like to send a basket. Ask if they want their name included on the basket to anyone who has sent one to them (reciprocal baskets for which they will be billed).

Determine what will be included in the baskets and what type of container will be used. Either bake or purchase hamantaschen and purchase or collect other products to be included.

Make lists for each congregant with the names of those who donated to their basket.

Sign up a large number of members to assemble the baskets in an assembly line. Include names of donors for each basket.

Group baskets by geographical area and streets and have them delivered, possibly the Sunday before Purim.

## Personnel

Coordinating; data entry; purchasing; assembly; delivery

## Supplies

Baskets or bags; hamantaschen; fruit (apples, oranges and/or clementines); wine or grape juice (small bottles); wrapped candies.

## Financial

Charge \$3-\$5 per basket. Sometimes more is charged if receiver is not a synagogue member or is at a distance from the synagogue. Profit can be large because one basket can be sent from many people to one name. \$1000 to \$10,000 reported in profit from various synagogues.

## Comments

This is a labor intensive activity which encourages wide-spread participation, involving new and/or young Sisterhood members. Ask the rabbi to deliver a sermon on the subject.



# ***Purim Monte Carlo Party or Casino Night***

## **Introduction/Description**

Casting lots is part of the *Purim m'gillah* and games of chance with prizes is a fun way to enjoy the holiday. Include raffles. Sell tickets which can be used or exchanged for chips. Serve snacks and a light supper or dessert.

## **Procedure**

Borrow or rent gaming equipment. Suggested games: bingo, poker, craps, blackjack, roulette. Solicit prizes.

Set up equipment. Prepare food. Decorate.

## **Personnel**

Equipment rentals/collecting; tickets; food; raffle; prize solicitations

## **Supplies**

Gaming equipment, tickets, chips; snacks (peanuts, popcorn, candy, pretzels, chips); food

## **Financial**

Cost of renting gaming equipment varies from community to community. Sometimes it can be "borrowed" from a local church.

## **Comments**

*Purim* is the one time of the year when it is permissible to gamble or sell chances. A variation is Bingo night.



# ***Purim Auction***

## **Introduction/Description**

Going once, going twice, going three times to Queen Esther. Using donated items, hold either a live auction with people bidding against each other or a silent auction where people put a bid on a list and the highest bidder gets the item.

## **Procedure**

Solicit items from businesses and individuals. Some suggestions: hotel accommodations, restaurants, member services (baby sitting, dental, law consultation, etc.), holiday or vacation packages, photography, wine or liquor, clothing, gift certificates, crafts.

Print a list of some of the items being auctioned before the event. Hire an auctioneer or ask for a volunteer.

Charge admission to cover cost of food and publicity.

Attractively arrange the items on tables. Give everyone a numbered paddle (an Esther mask perhaps or a triangular hamentashen shape) for the bidding. An auctioneer conducts the bidding for a live auction.

## **Personnel**

Solicitation of items; display; auctioneer; auction trackers; bookkeeping; runners to distribute items; food purchase, preparation and presentation; clean up.

## **Supplies**

Donation letters and forms; auction paddles; tables for display; food

## **Financial**

Very profitable because items are donated.

## **Comments**

Involves a lot of volunteers and a lot of time. A variation is to sell chances for items. People purchase tickets or place their name in a receptacle by each item and one name per item is drawn.



# Rubber Ducky Derby

## Introduction/Description

And they're off... *Purim* rubber duckies that is. Each person "adopts" a duck(s) and is assigned a Lucky Duck Number. The first duck that crosses the finish line wins a prize for the person who adopted it. Award prizes to the runner-up duckies. What a novel way to add fun to your Purim carnival.

## Procedure

Choose a site with a body of water and get permission to use it. Print and distribute adopt-a-duck forms or envelopes with individual numbers. Solicit/purchase rubber duckies and prizes. Number each duck with indelible ink, paint or label.

Create a finish line with string, ribbon or wire. Place the duckies in the water and get ready to cheer them on. Award the winners with their prizes.

Give the duckies to participants or save them for another race.

## Personnel

Coordination; publicity/writing; duck purchasing; prize acquisition; race organization

## Supplies

Envelopes or flyers; prizes; rubber duckies; indelible marking pen, paint or labels; string, ribbon or wire for finish line

## Financial

Charge a small fee for participation which will cover all expenses.

## Comments

Participants can adopt multiple duckies by purchasing "quack packs".

Suggestions for publicity: Flock to the Ducky Derby, Egg-citing prizes, Waddle down to..,

Sponsor categories: Top Duck and Quacker Backer



# **Passover Candy**

## **Introduction/Description**

Sweeten your holidays with Passover candy. There are many candy companies that offer a variety of quality Passover products, flexibility, high profit, free literature, delivery and shipping bags, and sometimes prize incentives.

## **Procedure**

Contract with a candy distribution company. Reproduce the order form in the synagogue newsletter and/or distribute it through the religious school, USY, and Sisterhood meetings.

With some companies, unsold candies can be returned. Evaluate which candies were the "big sellers" for next year.

## **Personnel**

Company contact; order collection; distribution

## **Supplies**

Order forms

## **Financial**

Profit depends on amount and price of candy purchased.

## **Some suggested distributors**

Miss Chocolate (Barton's)  
300 Spagnoli Road  
Melville, NY 11747  
718-470-0150, 516-777-2400  
800-645-2170, FAX: 516-777-1449.

Cherrydale Farms  
1035 Mill Road  
Allentown, PA 18106  
800-333-4525, FAX 610-391-9261  
[www.cherrydale.com/passover.htm](http://www.cherrydale.com/passover.htm)

Check Outlook Magazine for other candy distributors.



# Passover Luncheon

## **Introduction/Description**

The *seder* isn't the only meal on Passover! A *Hol HaMoayd* Luncheon appeals to business people and others when there is no other place to go. Enliven the program with a skit or music. This works best for synagogues in business areas.

## **Procedure**

Prepare menu. Purchase food (or contact caterer). Send out publicity and invitations, especially to local businesses.

## **Personnel**

Food preparation and presentation; entertainment; ticket sales; publicity

## **Supplies**

Food, paper goods

## **Financial**

Price and profit based on cost of food. Suggested price: \$10-18.

## **Comments**

This is a way to take advantage of a synagogue kitchen that has been kashered for Passover for a community *seder*.



# ***Passover Wine Tasting/Dinner & Sale***

## **Introduction/Description**

You need a lot of wine for Passover. A wine tasting especially for Passover can be both educational and fun. Someone who is knowledgeable about wines can speak about the different kinds of wines, what types of food they go with, and how to choose a good kosher wine. Have the wines available for purchase. Make sure they are all kosher for Passover.

## **Procedure**

Contact liquor stores, wine dealers, Judaica shops, and wine geeks to see if they will sell Passover wine on a consignment basis, or in such a way as to make a profit on your event. Invite them to talk about the wines. Contact a caterer to discuss dinner menu or cheese tasting, and costs, if applicable.

## **Personnel**

Coordination; wine contact; speaker; reservations; publicity

## **Supplies**

Wine glasses (preferably glass); pitchers of water to clean glasses between tastes; dump bucket; corkscrews; wines for tasting and for sale; cheese and crackers

## **Financial**

Profit is based on cost of wine and volume sold. 30% to 40% mark-up is suggested.

## **Comments**

A Wine Dinner is a variation. Attendees taste different wines with each course and someone speaks about each wine being tasted. Some local wine merchants will give a percentage of future sales to the Sisterhood when buyers identify themselves as members.



# *Plagues Bag*

## **Introduction/Description**

Counting to ten comes to life with an interactive collection of toys and activities representing each of the plagues, plus hand puppets of Moses and Pharaoh. The Plague Bags can be put together and sold just before Passover.

## **Procedure**

Purchase/solicit the necessary items, collected from supermarkets, dollar and novelty stores (or novelty catalogs). Distribute flyers to the religious school, USY, pre-school, etc. Take orders and assemble the bags.

## **Personnel**

Purchasing; assembly; publicity; distribution

## **Supplies**

Items for bags

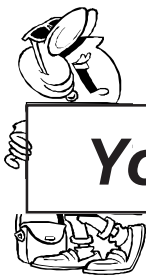
## **Financial**

Bags sell for \$10 to \$18. (Cost of bag depends on costs of items in bags.) Profit should be around \$4-5 per bag.

## **Comments**

Pre-assembled bags can also be purchased from 1-888-PLAGUES and resold. Discounts are available for orders of 50 or more.





# ***Yom HaShoah Tulip Sales***

## **Introduction/Description**

The Dutch, who are among the world's largest growers of tulip bulbs, were extremely helpful to the Jews during the Nazi era, and the planting of yellow tulip bulbs has become an appropriate way of marking *Yom HaShoah* (Holocaust Remembrance Day). A centerpiece of yellow (because of the yellow badges worn by Jews) tulips reminds us of these Righteous Gentiles. *Yom HaShoah* falls five days after Passover.

## **Procedure**

Make arrangements with a local nursery (bulbs) or florist (centerpieces). Send out order forms explaining the significance of yellow tulips.

## **Personnel**

Contact with nursery or florist; publicity; order collection; distribution

## **Supplies**

Tulip bulbs or tulip centerpieces

Financial: A profit is made per bags of bulbs or centerpieces sold. Price depends on costs from nursery or florist.

Comments: The selling and planting of yellow tulip bulbs can be a permanent form of a home observance of the *Sho'ah* involving both a spiritual and a financial level. Tulip bulbs should be sold during the summer for fall planting. Use the winter to secure a distributor, nursery or florist, and to plan the campaign. If centerpieces are sold, you may want to introduce the program in the spring.



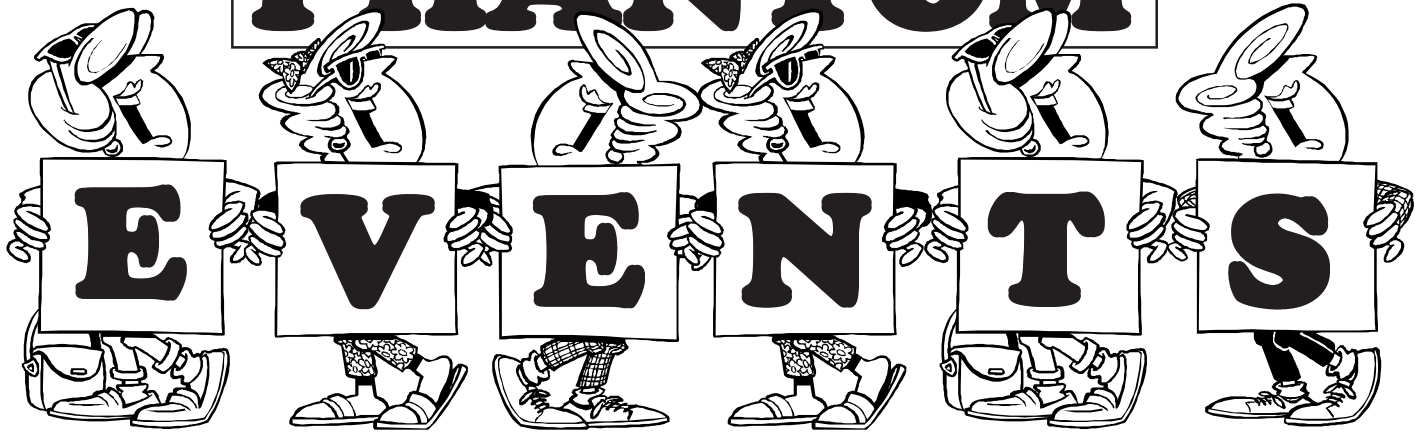
## ***Your Ideas***



## ***Your Ideas***



# PHANTOM





# ***Count Your Blessings***

## **Introduction/Description**

Everyone can feel blessed about something. This is a low cost, low labor program that reminds people of that as it raises funds for a designated project.

## **Procedure**

Print forms with prices adjusted to fit your community. Mail the forms with return envelopes included. Send acknowledgments to all who count their blessings with you.

## **Personnel**

Design and distribution

## **Supplies**

Paper and postage

## **Financial**

All profit (less paper and postage).

## **Comments**

Early November (before Thanksgiving) and late March (before income taxes are due) are good times to mail this.

## **Count Your Blessings Tax Text**

Alas the time of year  
To pay taxes is here!  
Not to Uncle Sam's booth  
But to our Temple's YOUTH!  
Count your blessings, pay your fee  
On your dearest property!  
Add your total; send the dough.  
Please help us make our programs grow!

It's time for paying taxes,  
But here's a tax that won't get you  
stresses...

A tax on things that bring you joy...  
A measure of how you're blessed.  
Just adding up these pleasures' worth  
We hope will make you smile  
Since paying up your Blessings Tax  
Helps \_\_\_\_\_ all the while.

So, have a laugh and calculate  
The amount that you might owe;  
Fill out the form and send it back.  
PLEASE don't forget the dough!



# *No Run Fun Run*

## **Introduction/Description**

For all those couch potatoes and others for whom exercise is a foreign idea! You can pay not to run in this phantom event. Participants, business sponsors and supporters gather at the synagogue on a given Sunday morning to watch non-runners step, walk or otherwise move across a finish line, have their photos taken, and receive a T-shirt. Contestants are all entitled to trophies.

## **Procedure**

Design a logo for T-shirt and publicity. Solicit sponsors from local businesses who will have their names printed on the T-shirts. Prepare forms to sign up non-runners. Purchase and engrave trophies. Food, as always, is optional. Have a photographer on hand and ribbons for the winners.

## **Personnel**

Design; publicity; T-shirt purchase/printing; photography; food; registration

## **Supplies**

T-shirts, receipts for businesses and sponsors, trophies, flyers

## **Financial**

Cost for trophies, cost of developing film, cost of T-shirts. People pay not to run; businesses pay to have their names on the shirts.

## **Comments**

Incentive was winning an athletic trophy, especially for non-athletes. Winners are selected—by age category—in a drawing of all non-runners. Everyone has fun; no one gets hurt; and a lot of money can be made.



# ***No Show Black Tie Dinner***



## **Introduction/Description**

Not everyone likes to put on that fancy dress and tuxedo, but everyone loves being invited to a phantom black tie dinner with a humorous invitation on a non-existent date, at an unattractive facility, serving unappetizing food, with ridiculous entertainment.

## **Procedure**

Design, print and mail invitations and response cards. Collect the rsvp's.

## **Personnel**

Writing; design; collection

## **Supplies**

Paper and postage

## **Financial**

Pure profit less the printing costs.

## **Comments**

This event can be run on a short time frame, as little as four weeks from idea to collection of the checks. Most people enjoy the joke and responses come from people who might not otherwise participate in Sisterhood activities.

## **Invitation**

On Tuesday, June 41, 2013  
From 9:30 pm until 2:00 am  
At the County Landfill Building

Mr. Jon Dough, Assistant Sanitary Engineer, will speak on "The Romance of the City Sewer System" followed by an evening of dancing to the tunes of our local clog band.

A delicious gourmet meal will be served featuring alfalfa sprouts in a tasty textured vegetable protein sauce; braised brussel sprouts and roasted prunes served with an assortment of dandelion wines, topped with soybean ices and bitter radish cake.

Please respond by May 35, 2013  
By mailing this tear-off with your check  
Made out to Sisterhood

I (We) have other plans and am (are) unable to attend, but would like to support Sisterhood programs\* by being  
\_\_\_\_\_an angel at \$100 per person  
\_\_\_\_\_a sponsor at \$50 per person  
\_\_\_\_\_a donor at \$25 per person  
\_\_\_\_\_a supporter for any amount

Name \_\_\_\_\_  
Phone \_\_\_\_\_  
\_\_\_\_\_ Please let me know about other Sisterhood events



# ***No Show, No Go Vacation***

## **Introduction/Description**

Fly the friendly skies of Sisterhood and never leave the comforts of home! There is none of the hassle of going on a real vacation when Sisterhood is your travel agent.

## **Procedure**

Design, print and mail a tropical-style invitation with palm trees and a response card with a pre-addressed envelope.

## **Personnel**

Writing/design; mailing; collection

## **Supplies**

Paper for invitation and postage.

## **Financial**

Cost of printing and postage.

## **Invitation**

You're invited to join us on Sisterhood's first "No Show No Go" Vacation. Don't pack your bags. Don't buy new clothes. Don't board your dog. You won't have to worry about long airport lines, foreign food or buying gifts for the folks back home. We will travel via air *mitzvah* and stay in *Tz'dakah* Valley. We'll tour Mt. *Hesed*, swim in the Sea of *T'fillot* and share a cup of tea at Café *Ahavah*. Best of all, you'll return refreshed and ready to travel anywhere! Please send your check, payable to \_\_\_\_\_ Sisterhood, in any denomination you'd like your trip to be worth! Checks should be sent to:





# Passover Phantom Take-Out Menu

## Introduction/Description

This year, making Passover can be so easy with your Phantom Take Out Menu.

## Procedure

Write, print and mail the menu. Include response order forms and envelopes.

## Personnel

Writing; design; collection

## Supplies

Paper, envelopes, postage

## Financial

Printing costs and postage.

## Comments

Phantom menu can be adapted for a *Shabbat* dinner or any holiday meal.

## Menu

### Seder Symbols

Sisterhood Shankbone	3.00
Hag Haroset	5.50
Protect the Earth Parsley	2.50
Masorti Matzah	5.00
Ba'Olam Baytzah	2.50
Maftir Maror	2.50
L'Hayim Wine	18.00
Seminary Salt Water	2.00

### Soups & Starters

Bubbe's Borscht	4.50
Conservative Chicken Soup	4.50
Kibbutz Hanaton	
Knaedlach	1.00
WLCJNet Noodles	4.00
Guiltless Gefilte Fish	3.00
Eggplant A Tree Salad	3.50

### Main Courses

Budget & Finance Brisket	15.00
JTS Turkey	13.50
Mathilde Schechter Salmon	18.00

### Side Dishes

Community Service Compote	6.00
Leadership <i>Latkes</i>	6.00
Training Services <i>Tzimmis</i>	6.00
Membership Mushroom <i>Kugel</i>	6.00
Fundraising <i>Farfel Kugel</i>	6.00
Z'havah Zucchini	6.00

### Desserts

Social Action Sponge Cake	3.50
Adult Education Apple Cake	4.00
Torah Fund Trifle	5.00
Israel Affairs Ice Cream	3.50
MERCAZ Macaroons	3.00



# Phantom Hanukkah Happening

## Introduction/Description

No need to worry about the extra calories from latkes at this party! Instead send educational materials to help families celebrate *Hanukkah* at home with family and friends.

## Procedure

Prepare educational materials, including *Hanukkah* blessings, songsheet, recipes, rules for playing dreidel, the story of the Maccabees. Make use of the Women's League Celebration Series. Prepare invitations and mail out with materials and response cards.

## Personnel

Design; educational materials; publicity; mailing

## Supplies

Paper and educational materials

## Financial

All profit less cost of paper and postage.

## Comments

The materials should be festive and appealing. The Phantom Event can work for many other holidays and fits in well with an especially busy Sisterhood calendar.

## Invitation

*Hanukkah* parties don't have to be boring anymore.

Enjoy our phantom *Hanukkah* Happening.  
We promise there will be NO  
...drawn out speeches  
...greasy latkes and drippy applesauce  
...boring *Hanukkah* dinner

But there will be  
...an opportunity to enjoy *Hanukkah* with your  
own family and friends  
...delicious homemade food  
...meaningful *Hanukkah* candle lighting,  
songs, and games

Print on candles:

1. Enjoy *Hanukkah* at home with your family.
2. Light candles and recite the blessings.
3. Make your family's favorite foods.
4. Sing your favorite *Hanukkah* songs.
5. Retell the story of the victorious Maccabees.
6. Play *Hanukkah* games.
7. Exchange gifts with those you love.
8. Send *tz'dakah* (*Hanukkah* gelt) to our Sisterhood (in the enclosed envelop).

Shamash – HAPPY HANUKKAH from your Sisterhood!



# ***Phantom Luncheon***



## **Introduction/Description**

Another calorie-free luncheon with just a beautiful invitation mailed to every member

## **Procedure**

Write, design, print, and mail the invitation. You can use fancy papers on a computer. Include an RSVP envelope for donations.

## **Personnel**

Design, writing, printing and mailing; recordkeeping

## **Supplies**

Paper and postage

## **Financial**

Cost of invitation and postage

## **Suggested Invitation**

You are cordially invited to \_\_\_\_\_ Sisterhood's Phantom Luncheon.

We don't want you to shop or cook.

We don't need you to help us clean up afterwards.

And you won't have to worry about driving in bad weather or finding a baby sitter.

It's a no-calorie, no-time affair. Better still, 100 percent of your luncheon donation will go to support the religious school, the upkeep of the synagogue kitchen and other Sisterhood projects.

Instead of coming to lunch, send a donation. Any amount will do. And spend the day with a friend, read a good book or take a walk.



# ***Phantom Tea, No Show or No Go Tea Party***

## **Introduction/Description**

An easy way to raise funds for a particular cause with very little preparation and only a small number of workers (2-3). Send the letter or invitation, and enclose a tea bag, to Sisterhood members, congregants, family and friends requesting money not to come to a formal tea.

## **Procedure**

Print letters or invitations and return envelopes. Purchase teabags (any kind will do, although flavored teas might add a little zing to the invitation).

Address envelopes, stuff them with letter/invitation, return envelope and a teabag. Mail.

## **Personnel**

Composing letter; printing; purchase; addressing; stuffing; mailing; recordkeeping

## **Supplies**

Invitation paper, envelopes, teabags

## **Financial**

Cost of teabags, paper and envelopes, printing and postage.

## **Comments**

High profit, low effort.

## Sample Invitation Texts

### TEXT I

"The time has come", Alice said,  
"To have a cup of tea  
And help our Talmud Torah  
It's a mitzvah for you and me.

Just send a check to Sisterhood,  
\$20, \$10, or even three.  
All of the students will benefit  
From your generosity."

Date: One day soon  
Time: When you have a moment  
Place: Comfort of your own home  
Dress: As you please

### TEXT III

Be with us in spirit  
On Sunday, December 3, 2000  
To benefit  
Beth Hillel Sisterhood Rainbow Fund  
Honoring Children with special needs.

We are delighted to present the Sixth Annual  
"Phantom Tea".  
Quite a special event!

Our tea is given, you see,  
To help our children with special need.  
Your funds will help our programs to expand,  
So our children's problems we will some day  
understand.

It's the most delightful benefit you will ever  
attend,  
And it is just money and love that you will  
send.

So on that Sunday the third day of December,  
You will have tea in hopes you'll remember.

### TEXT II

While you're reading your newspaper  
And enjoying this cup of tea  
Write a check to Sisterhood  
For twenty dollars, ten or three.

Off to Ramah, Israel or day school  
Your donation helps children next year;  
So from all your friends in Sisterhood,  
On their behalf, our thanks are sincere...

Send tear-off with check make out to:

\_\_\_\_\_ Sisterhood  
by \_\_\_\_\_ (date)  
Thank you for your support and generosity  
Name \_\_\_\_\_  
Address \_\_\_\_\_  
Amount \_\_\_\_\_

No cookies to bake or silver to lend,  
No linens to launder or beg from a friend.  
You don't have to worry about what to wear,  
And no car fare of parking to give you a care.

So here is a tea bag, don't put it away.  
Mark your calendar now and remember that  
day.  
Sit down and relax, sip the tea at your pleasure,  
your generous gift will always be treasured.

Place: Home Sweet Home  
Hour: Any time that suits you  
RSVP: As the spirit moves you, by check or  
cash to:  
Beth Hillel Sisterhood Rainbow Fund

Mail to:



***Your Ideas***



## ***Your Ideas***

