



Knights of Columbus
Nevada State Council
Campaign to Support People with Intellectual Disabilities
“2015 Tootsie Roll Fundraiser”
State Action Plan

<u>MONTH</u>	<u>ACTION</u>
July	Announce the Tootsie Roll Drive. Get Council concurrence. Designate a Chairman. Identify locations and get permissions (preferably written) to do the drive. Announce the locations. Ask for volunteers or appoint location captains. Prepare sign-up sheets for each location. Get Council concurrence to buy vests (if you need them). Order form is on the State website.
August	Start filling in sign-up sheets (be sure to get phone numbers). Start publicizing the event. Identify your charities. Submit Tootsie Roll orders to the State Chairman. (Must be received by FRIDAY, AUGUST 28 th , 2015)
September	Continue with publicity. Continue filling in sign-up sheets.
October	Pick up Tootsie Rolls (when contacted to do so). Captains call all participants to remind them of their assignments. Conduct the Tootsie Roll Drive. (SATURDAY AND SUNDAY, OCTOBER 17 th & 18 th , 2015) Prepare reports for State Secretary.
November	Mail reports and a check to the State Secretary. (Must be received by MONDAY, NOVEMBER 16 th , 2015)