

TEAM CAPTAIN'S CHECKLIST

1. GATHER YOUR WALK TEAM AND SET GOALS

- Enlist leaders in your congregation to help promote the walk.
- Set goals for your team.

Walkers - _____ \$ Donations - _____

2. PUBLICIZE AND PROMOTE THE WALK

- Share your CROP Hunger Walk story in your newsletter
- Advertise in your program/bulletin
- Advertise on social media (tag @cropwalkforsyth)
- Display posters and distribute flyers
- Visit www.cropwalkforsyth.org/resources for templates and ideas.
- Contact your recruiter for additional materials.

3. RECRUIT WALKERS

- Register your walk team online, where members of your team can register for the walk, join your team, and donate online. Remember to include pictures! Go to www.cropwalkforsyth.org/register-online.html and refer to "[How to Use the Online Participation Fundraising Site](#)" in the Team Captain's Guide.
- Remember if members of your team aren't able to walk or choose not to walk this year, they can still "Walk in Spirit" and raise money.
- Prepare Walker Envelopes. See "[How to Sign Up Walkers/Team Members](#)" in the Team Captain's Guide.
- Give a walker envelope to each walker. Families or groups may use the same envelope. Envelopes are not required if acquiring donations online only.
- Provide a page of donor receipts for cash donations. Instruct walkers to make checks payable to **CWS/CROP**.
- Encourage your walkers to share the online team fundraising website you created for your faith community with their friends and family to raise more money.
- Visit www.cropwalkforsyth.org/resources for activities to educate and encourage your walkers.

- Tell walkers how to get a FREE t-shirt. As a fundraising incentive, youth Walkers (under 12 years old) who raise \$50 and Walkers (13 years or older) who raise \$100 in donations will receive a FREE Winston-Salem/Forsyth County CROP Hunger Walk T-Shirt. Reference "[How to Sign Up Walkers/Team Members](#)" in the Team Captain's Guide.

4. PLAN FOR WALK DAY

- Decide if your team will be walking at Corpening Plaza on October 20th or walking remotely this year.
- Will your congregation walk on October 20th, or will you walk on another date?
- How will you engage with your faith community on Walk Day? Will you host a crazy hat competition? Will your team walk with uniform signs?
- Let your recruiter know plans for Walk Day this year.

5. CHECK IN YOUR TEAM ON WALK DAY

- Remind your walkers to print out their "Online Donation Report" to turn in with their money and walker envelope. See "[How to Use the Online Participation Fundraising Site](#)" in the Team Captain's Guide.
- Collect all walker envelopes.
- You may check in early for your team at Crisis Control Ministry the week of October 14th-18th. Refer to [directions to Crisis Control Ministry](#). Please call or text 336-703-8282 if you need to come after hours.
- Go to the Registration/Check-In tent on Walk Day to drop off walker envelopes and complete the [Walk Day Sign In Sheet](#)
- listing all your walkers. This helps us track walker attendance.

6. THANK WALKERS

- After the walk, thank your walkers using email, personal note, church newsletter, or other communication tool.

7. POST WALK

- Want a T-shirt? Any remaining Walk shirts will be available for \$10 purchase at Crisis Control Ministry until Friday, November 8, 2024, or while supplies last.
- Please turn in all Walk donations by Friday, November 8, 2024.