



Kin Canada
Kinsmen • Kinettes • Kin

Fundraising Project Library



All You Can Eat Potato Bar

General Description:

Tired of the same old dinner fundraisers? Why not try an all you can eat potato bar. It can provide a nice change in the community and there is not a lot of prep work involved. As a group you will need to decide the type of potato you are going to serve (baked or mashed for example). Baked and mashed potatoes work well because they are plain and give lots of opportunity for people to top their potato with all the fixin's. Consider incorporating other potato themed activities, especially for the younger dinners, things like a potato crafting station with carved potato stamps or a hot potato pass. For extra income you could sell "sprout your own potato" kits, hosting a 50/50 raffle, and having people enter into a potato carving contest.. You can sell tickets in advance and if still available at the door you may want to offer a small discount to those buying in advance to encourage early sales and to help estimate the amount of potatoes to purchase or have donated.

Resources Required:

- ◆ Volunteers to help sell tickets and promote the event
- ◆ Facility
- ◆ A variety of toppings (Chilli, sour cream, shredded cheese, butter, steamed broccoli, melted cheese, chives, bacon bits, sautéed onions, sautéed mushrooms, hot peppers, ham, spices, the options are really endless)
- ◆ Potatoes
- ◆ Tickets
- ◆ Cash box and float – ensure float is counted by a second person and that funds are monitored by a trusted person
- ◆ Refreshments
- ◆ Tables and chairs
- ◆ Door and game prizes if desired
- ◆ 50/50 tickets and float is desired
- ◆ Volunteers to do the cooking and refreshing of the toppings. Ensure people preparing food have looked over the safe food handling checklist and consider taking the safe food handling course. Checklist can be found under the risk management section of www.kincanada.ca.

Pre-Event Activities:



Kin Canada

Kinsmen • Kinettes • Kin

- Contact National to verify coverage
- Obtain a certificate of insurance from National if required
- Select a venue and date
- Sell tickets
- Solicit donors for prizes
- Try to find a sponsor for the potatoes
- Prepare toppings
- Prepare additional activities if desired
- Recruit day of volunteers
- Promote your event
- Make sure bakers have delivery instructions
- Complete request for Certificate of Insurance from National HQ

Event Activities:

- Decorate if desired
- Set up potato bar
- Set up tables and chairs
- Set up potato craft area if needed
- Be sure there are people watching the area to ensure the floor stays clean to avoid slip, trip, fall incidents.

Post Event Activities:

- Clean up site and take down any decorations
- Send in a record of your event and the success to National Head Office
- Take cash to the bank or store in a safe place. *Consider taking funds off-site so as not to have large amounts of cash on hand. Always have two people take the funds to the bank for deposit or to other location as previously selected where the funds can be secured until they are deposited.*
- Return any borrowed items
- Send thank-you letters
- Organize media follow up by sending out press releases
- Review the event and make note of any changes for next time or things that worked really well

Tips for Success:

- ◆ Be creative in topping choices so you can suite a variety of guests
- ◆ Make sure that if you have a potato sponsor they are recognized at your event, as well as any other major sponsors
- ◆ Invite local celebrities to attend to increase the profile of the event