

Contact Essentials

Namestorming

You want to list ALL of the people you have EVER met, regardless of whether you think they will give to you or not. Consider this brainstorming so that none of your ideas of names are bad ones. Don't worry about contact information or even correct spelling of the names right now. Just get as many names down as you can. Use these categories to think of as many people as you can that you met there.

School of all grades	Gym/fitness classes	Dating sites
College and graduate	Volunteering	Parties/social events
Work/profession	Churches/Church events	Retail/shopping
Neighborhood/Community	Travel/vacations	Public transportation
Family gatherings/events	Public events/concerts	Professional networking
Contacts in cell phone	Sports teams/leagues	Doctor's offices/hospitals
Social media/online platforms	Bar/restaurants	Libraries/bookstores
Hobby groups/clubs	Friends of friends	Workshops/classes
Pet-related activities	Military service	

Organizing Partner Contact Info

Now that you have an extensive list of names, it's time to start collecting contact information and storing it in an organized way. For smaller budgets and less partners, you can probably get away with using an excel spreadsheet. However, there are sites out there like Karani or Donor Elf that go much farther than just collecting data. They let you create tasks with due dates, merge with e-newsletter platforms, keep track of giving, do quick searches, apply payments to annual goals, automate certain tasks, etc. When you have 50+ partners, an Excel spreadsheet can be quite limited.

First Groups To Contact

Now it's time to select the first set up people you will want to contact. These will probably be friends and family that you know well and will likely want to support you. Set aside enough to contact for your first 3 weeks, depending on how many you need each week from the form, 'How Long Will It Take?'.

Finding More Partners

There may come a time when you simply run out of people. We don't want this to happen. In fact, you should have a regular habit of meeting new people and getting them into your CRM (Customer Relationship Management) system, whether that is Excel or another support raising software/site. Look for events to attend, people at church, people that may want to know more about your ministry, people online, etc.