



Beta Omicron Sigma Chapter | Queen City Alumnae | Sigma Gamma Rho Sorority, Inc.
P.O. Box 33421, Charlotte, NC 28204 | queencitync.sgrho@gmail.com | www.queencitync-sgrho.org

Event Proposal

Submitted By Soror Tomasena Huntley

Event: Annual Card Party

Event Chairperson: TBD

Event Committee Members: TBD

Event Type: Mini-Fundraiser / Social Event

Event Description: The committee will determine the purpose of this function.

Ideas Include: Five different kinds of card to include: Pinochle, Pokeno, Bid Whist, Spade, Poker, etc.

Currently have several boxes of cards that are either new or in good condition. Additional cards will be purchased for any that are not currently in possession.

The various kinds of cards would be set up in a designated area, so as not to impede on the others. There would be a time keeper/captain for each kind of card. The program would start at 2 (with lunch ending at 2:45), games would immediately start and end at 5/5:15PM. That would allow time for door prizes and winners to be announced from 5:30-6pm.

We would have a short program to welcome our guests and outline the afternoon of activities. A written program would also be available to the guests with specific game rules, etc. After a brief program, lunch would be provided. We would allow 30-45 minutes for lunch. Once lunch is over, then the guests would proceed to the area designated for that particular game for which they are playing.

At the end of the day, winners from the various games would be announced. We could serve coffee with dessert to help with any guests that may have had too much wine or beer. Also, we could cut all alcohol off at 4pm, in preparation for traveling. Drawings for complimentary door prizes would take place. The chair or Basileus would thank the guests and we would proceed to clean the area.

Due to the possibility that there might be alcohol at the card party, guests would be carded upon entrance. We have discussed the Risk Management Policy, and understand that we MUST adhere to the rules. We would apply for additional liability insurance as outlined in the Guidelines.

- **Event Audience:** Adults (ages 21+), in the event that we choose to have alcohol. We would send invitations to NPHC community, various card playing clubs, and anyone that Sorors have contact with. If approved, tickets would become available immediately after contract was approved.
- **Event Location (Recommended):** Carol Hefner Recreation Center
- **Estimated Ticket Price:** \$20.00 per person
- **Estimated Tickets Sold:** 200
- **Estimated Total Income:** \$4,000.00
- **Estimated Total Expenses:** \$1000,00 (tickets, PR, rental fee, food, décor)
- **Estimated Total Profit:** \$3,000.00

Notes:

- Numbers presented are estimates. Committee will determine actual costs.
- *Estimate based on 40 Sorors each selling minimum of 5 tickets @ 20.00*

Estimated Total Event Cost/Expenses:

200 tickets sold @ \$20.00	\$4,000.00
Facility Rental	\$388.00
Food and eating ware	\$500.00
Alcohol (beer/wine)	??
Tickets (printing)	??
Programs (printing)	??
Tablecloths	??
Estimated total expenses	\$1,000.00

Estimated Income of 200 guests @ \$20.00

Estimated Total Income: 4,000.00

Estimated Total Expenses: \$1,000.00

Estimated Profit: \$3,000.00

Sorors would be asked to assist with supplying food to help defray the cost.

If approved by Executive Board for beer/wine sale, contract will be written and immediately sent to Soror Thomasina Gore for approval.



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Event Proposal

Submitted By Soror Stephanie Lawrence

Event: Annual Golf Tournament

Event Chairperson: TBD

Event Committee Members: TBD

Event Type: Fundraiser - Building Fund / Social Event

Event Description: The committee will determine the purpose of this function.

This event will hopefully become an annual or bi-annual event sponsored by Sigma Gamma Rho and several sponsors. The tournament should consist of a brunch or lunch and at the end of the day, all teams will enjoy a special "Awards Reception" at the clubhouse which a great selection of hors d'oeuvres. Winners will be announced and recognized. Prizes are awarded to the three top teams, from each course, with the lowest gross and net scores. (Teams are eligible to win in only one of these divisions.) A grand tournament winner will also be recognized. Drawings for exclusive raffle prizes will also be held.

In addition to green fees, cart, lunch and the special awards ceremony, every player will receive tournament keepsakes and memorabilia and the opportunity to win closest-to-the-pin or hole-in-one prizes. This event should probably be held on a Saturday and planned at least 6 to 12 months in advance.

- **Event Audience:** All Golfers and Wanna-Be Golfers
- **Estimated Total Income:** \$66,350.00
- **Estimated Total Expenses:** \$25,134.00
- **Estimated Profit:** \$41,216.00

Notes:

- Numbers presented are estimated. Committee will determine actual costs.
- See spreadsheet for estimate details.



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Event Proposal

Submitted By Soror Stephanie Lawrence

Event: Annual Jazz Brunch

Event Chairperson: TBD

Event Committee Members: TBD

Event Type: Scholarship Fundraiser – Social Event

Event Description: The committee will determine the purpose of this function.

Ideas include: 1) The function may be designated to raise funds for scholarships to students who desire to pursue higher education. 2) This function may also be held in conjunction with Founders Day or at any time of the year.

However, based on previous experience, a date should be selected which the Sorors believe is optimal for the success of the event. This is a Jazz Brunch wear all Sorors wear blue/gold or white (chapter decides). A short program may be provided which generally includes the Sorors stepping in, introduction of officers and Sorors, and then the names of the Scholarship awardees or new members, etc. Additionally, depending upon the location of the event, a cash bar may be available. Further, by having the event in the morning can keep the cost down as well.

Event Audience: Anyone interested in supporting: the organization and/or jazz lovers. We may target other sororities, fraternities, churches, and other local professional organizations. Often the popularity of the band and/or the PR of the event, will increase the number of ticket sales.

Estimated Ticket Price: \$45.00

Estimated Total Tickets Sold: 200

Estimated Total Revenue: \$9,000.00

Estimated Total Profit Range: \$2,650.00 - \$5,450.00

Estimated Tickets Sold per Soror: 5

- Assuming 40 Active Sorors
- Each Soror is expected to either sell or purchase 5 tickets (\$225.00) which includes her ticket.

Estimated Total Event Cost / Expenses:

Nbr Tickets Sold (200)	Option A Champagne @ \$28 (our cost)	Option B Buffet @ \$20 (our cost)	Option C Smaller Buffet @ \$14 (our cost)
Facility Rental & Food	\$5,600.00	\$4,000.00	\$2,800.00
Ticket & Publicity Cost	\$150.00	\$150.00	\$150.00
Band Cost	\$600.00	\$600.00	\$600.00
Total Costs/Expenses	\$6,350.00	\$4,750.00	\$3,550.00
Estimated Profit			
Profit w/\$30 Tickets Sold	-\$350.00	\$1,250.00	\$2,450.00
Profit w/\$40 Tickets Sold	\$1,650.00	\$3,250.00	\$4,450.00
Profit w/\$45 Tickets Sold	\$2,650.00	\$4,250.00	\$5,450.00
Profit w/\$50 Tickets Sold	\$3,650.00	\$5,250.00	\$6,450.00

Notes:

Expenses may be more if security deposit is included; however, it will be returned or subtracted from our facility rental/food costs.

Income may increase if sponsors are solicited for donations.



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Event Proposal

Submitted By Soror Linda Barr

Event: Masquerade or Themed Ball

Event Chairperson: TBD

Event Committee Members: TBD

Event Type: Fundraiser / Social Event

Event Description: The committee will determine the purpose of this function.

This formal event can become an annual event to serve as a social fundraiser to provide interaction with the public, as well as other NPHC organizations. The event can potentially consist of heavy hors d'oeuvres, cash bar and dancing. Additional fundraisers can be held in conjunction with the ball (raffle, silent auction, etc.)

The amount of the tickets will be determined based on the venue. There are venues where the rental fee is the food and beverage cost. Other potential venues the rental fee is separate from the food and beverage. Included in the ticket cost will be the venue food and beverage, other expenses, as well as profit markup.

- **Event Audience:** Public & NPHC
- **Estimated Total Income:** \$24,000.00
- **Estimated Total Expenses:** \$21,040.00 (food, beverage, taxes, fees, entertainment, décor)
- **Estimated Total Profit:** \$2,960.00

Notes:

- Numbers presented are estimates. Committee will determine actual costs.
- *Estimate based on 40 Sorors selling 10 tickets @ 60.00; Estimate based on University Hilton rate of \$32.00 per person.*



Fundraising Proposal

Submitted By Sorors Twyla Taylor & Chavon Robinson

Event: Raffle

Event Chairperson: TBD

Event Committee Members: TBD

Event Type: Mini-Fundraiser

Event Description: The committee will determine the purpose of this function.

The Raffle may be held in conjunction with the Annual Card Party. Upon receiving approval for the Card Party, the Raffle Tickets will be designed, purchased, and disseminated to the Sorors. Each Soror is expected to sell a minimum of 20 tickets or donate the cost of the tickets (\$40.00). Items to be raffled include:

- 50" HDTV - \$650
- Mini iPad - \$250
- Dinner for Two at Ruth Christ - \$100

Income / Expenses:

- **Audience:** Tickets may be sold to anyone over 21
- **Event Location (Recommended):** Carol Hefner Recreation Center in conjunction with the Card Party. Winner does not need to be present to win.
- **Estimated Ticket Price:** \$2.00 per person
- **Estimated Tickets Sold:** 800
- **Estimated Total Income:** \$1,600.00
- **Estimated Total Expenses:** \$1080.00 (tickets, raffle items)
- **Estimated Total Profit:** \$520.00

Notes:

- *Estimate based on 40 Sorors each selling minimum of 20 tickets @ \$2.00*
- *The Soror that sells the most tickets will be given some type of gift*



Fundraising Proposal

Submitted By Soror Tomasena Huntley

Event: Flapjack Breakfast

Event Chairperson: TBD

Event Committee Members: TBD

Event Type: Mini-Fundraiser / Social Event

Event Description: The committee will determine the purpose of this function.

Ideas Include: The breakfast begins at 8am and ends at 10am. Since guests will be staggering in intermittently, there would not be a need for any program, etc. A committee will be in place to welcome our guests as they enter, escort them to a seat and from there get their beverage order. Beverages consist of juice, coffee, soft drink, water and possibly tea. Each guest will receive three flapjacks and two links of sausage (pork only). In addition to taking the beverage order, Sorors will also be in place to serve as hostesses, servers, bussers, etc. A total of 8-10 Sorors will be required to handle the crowd.

Each Soror will be responsible for selling a minimum of ten tickets for flapjack breakfast at Applebee's Restaurant in the University area. Tickets will sell for \$7 each and for each breakfast that Applebee's make, they will receive \$1.85 of the \$7.00. Our profit will be \$5.15 of each breakfast that Applebee's make. Additionally, card stock paper may be purchased and tickets made on personal computers. Tickets will be assigned to each Soror in increments of five after the initial ten are distributed.

- **Event Location:** Applebee's Restaurant @ University Location
- **Event Reserved Date:** Saturday, September 19, 2015
- **Estimated Ticket Price:** \$7.00 per person
- **Estimated Tickets Sold:** 400
- **Estimated Total Income:** \$2,800.00

- **Estimated Total Expenses:** \$740.00 (\$1.85 per ticket sold-Applebee's share)
- **Estimated Total Profit:** \$2,060.00

Notes:

- *Estimate based on 40 Sorors each selling minimum of 10 tickets @ \$7.00 or donating the ticket costs (\$70.00)*