

Fundraising plan template



An example of a simple capital campaign fundraising plan to use as a template. Although fictional, it uses a realistic timeline; for example, it usually takes up to three months for planning permission to be approved by a local authority. This template can also be repurposed, such as for a community action project, by replacing 'planning permission submission' with 'DBS checks completed' or other relevant items to your project timeline.

Activity	Who is responsible	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR
Project milestones																	
PPC/Church authority sign off	All	2nd															
Completion of surveys (e.g. building/conservation)	Keith	4th															
Planning permission submission	Sara		2nd														
Planning permission decision							1st										
Budget/cost plan																	
Phase one fundraising																	
Complete research into potential donors and funders	Jo		10th														
Application to XYZ Trust	Joan									7th							
First individual giving appeal	Frances										5th						
Approach to 'A local business'	Keith						15th										
Phase two fundraising																	
Second individual giving appeal	France															1st	
Coffee and cake morning	Jo														20th		
Easter fête fundraiser	Jo																16th

Want to find out more?

Please visit our Fundraising Hub for the latest updates, advice and resources for your church.

www.ecclesiastical.com/churchfundraising

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