



BINGO Best Practices

There are many ways you can run a successful bingo event. Use this as a guide to start planning your virtual bingo event.

Donation Language: Please use the wording recommended donations when signing up for a bingo event. Here is an example of one you could use: A **recommended** donation of \$5 for 1 card or \$10 for 3 cards.

You can also use one of these “dollar buy” lines to add community education to your special event:

- \$1 PER MONTH Funds planting of trees by Friends of Wisconsin State Parks at state parks to replace trees lost to Emerald Ash borer. (Community Shares of Wisconsin)
- \$2 PER MONTH Adopts an acre of land in Dane County for stream, wetland, or oak savannah restoration. (EarthShare Wisconsin)
- \$5 PER MONTH Helps Work Plus, Inc. with programming supplies such as computer software to provide skills training related to employment or daily living skills training. (Access to Community Services)
- \$20 PER MONTH Provides a Blue Note Fund Grant, which helps with medical bills and other treatment-related costs, to an individual in treatment for colon cancer who is in financial distress. (Community Health Charities)

Bingo Best Practices:

- Schedule a time and date for your event
- Determine if you will provide prizes or bragging rights
 - Electronic gift cards
 - Paid time off
 - Parking spots
 - Virtual Coffee with CEO/Leadership
 - Graphics to share on social media
- Send out a sign-up sheet (ask us about MobileCause to collect donations). Before the event, send out bingo cards (email your Loaned Executive if you’d like us to send you cards) that people can either print out or mark electronically.
- If someone has a bingo ball set, have them show and read out each ball, otherwise use a random the generator to call numbers ([this one is great](#))
- Make it fun and change up the patterns (x, outsides, blackout)

Continuous Event: If a single event does not work, consider hosting bingo over a week or other timeframe. You can send ball numbers out every few hours or once a day during your campaign via email or your intranet. Use these communications as times to educate your staff on the Partners in Giving Campaign and pledges. See our [helpful documents](#) for email templates and [marketing materials](#) for graphics and images. Have employees send their winning ticket to you.