

Event Planning Guide

Hosting a blanket event on National Blanket Hearts Day doesn't have to be complicated. In fact, it can be as simple as inviting a few friends or neighbors over to make a blanket around the kitchen table. It's all about coming together to help those in need.

We've simply assembled this guide to help groups – large or small – know what they can be doing to plan their National Blanket Hearts Day event.

4+ Weeks to Event

- Gather a group of friends, neighbors, club and/or group members who are interested in making 'no-sew' blankets for your community.
- Determine what time your event will take place on **February 8**. Most events are between 1-3 hours long to give people a chance to talk, enjoy each other's company, and make a few blankets.
- Find a location to host your event. It can be as simple as a neighbor's home. For larger groups, consider reaching out to community centers, churches, schools, YMCA, senior center, firehouses, and libraries. An ideal venue has large tables that can accommodate the 72" x 72" blankets, but any venue with tables will work.
- Tell us about your event! Register for National Blanket Hearts Day by completing the short form on the Blanket Hearts Web site. We are here to help!
- Check out the resources available on www.blankethearts.org/national-blanket-hearts-day to help in the planning process, like this event planning guide.

3 Weeks to Event

- Find an organization or a cause in your community that could benefit from the love of the 'no-sew' blankets made by your organization on National Blanket Hearts Day. It could be the local homeless population, hospital, senior living community, or veteran's group.
- Invite others to be a part of your event. Use social media, word of mouth, and phone/email to encourage your community to come to your event. Many hands make many blankets. A blanket can be made in as little as 15 minutes. Encourage people to drop in for as little as 15 minutes, even if they can't stay for the whole event.
- Secure the funds necessary to purchase the event supplies. Refer to the Supply List at www.blankethearts.org/national-blanket-hearts-day for specific items and quantities. If your group does not have dedicated funds for service projects, consider some of the fundraising ideas on the next page. These can help lower the cost of the event.

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Learn more about Blanket Hearts and National Blanket Hearts Day at www.blankethearts.org.

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2 Weeks to Event

- Determine if any food or beverage will be served at the event. Designate the person responsible for getting a head count and purchasing enough food and drinks.
- Continue to promote the event in your community. Consider notifying the local newspaper of your upcoming event. Feel free to send them a copy of the National Blanket Hearts Day Fact Sheet available on www.blankethearts.org.

1 Week to Event

- Designate a photographer to take pictures at the event.
- Purchase the fabric for the event. Refer to the Supply List at www.blankethearts.com/national-blanket-hearts-day for exact quantities and dimensions.
- Purchase remaining supplies and scissors. Refer to the Supply List at www.blankethearts.com/national-blanket-hearts-day for tips on what type to purchase.
- Print and cut out the Blanket Heart Tags (template available at www.blankethearts.org/national-blanket-hearts-day). It is recommended to use cardstock and a color printer.
- Print out the fabric templates (template available at www.blankethearts.org/national-blanket-hearts-day). It is recommended to use cardstock if possible.
- Print copies of the instruction sheet (or make plans to have the 'how-to' video available on the day of the event).

Day of Event

- Arrive early to set up.
- Pre-cut the fabric into 2 yard x 2 yard squares and match up the coordinating print + solid. Bundle them together to avoid having fabrics mismatched prior to assembly.
- Lay out one set of coordinating fabrics, along with both fabric templates and several pairs of scissors, on each table.
- Set up a sign-in table with name tags and instruction sheets.
- Set out food and beverage, if provided.
- Take lots of pictures, and post them to social media with the hashtags: **#BlanketHearts #BlanketAmericaWithLove #BHD**

After the Event

- Deliver the lovingly crafted blankets to members of your community, and enjoy the cheer, comfort, and joy on the faces of each recipient!

Learn more about Blanket Hearts and National Blanket Hearts Day at www.blankethearts.org.

Fundraising Ideas

- 1. Sponsorships.** Consider reaching out to local companies to sponsor your event in exchange for signage and brief remarks. For example, a \$300 sponsorship could cover the approximate cost of fleece for 20 blankets.
- 2. Discounts.** Contact local craft and fabric stores to see if they would be willing to offer your organization a discount on the fleece fabric. Some retailers have coupons that may help lower the cost as well.
- 3. Donations.** Have a donation jar available at the event to help defer the cost of the supplies.
- 4. Bake Sales, Dollar Campaigns, Raffles, Silent Auctions.** These are all ways to raise money leading up to and including the day of the event.

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