



Hey! Make sure to add your school's name to your Zoom name!

Welcome
CHAPTER OFFICERS!

STARTING
off
STARTING
workshop



MEET YOUR WORKSHOP HOSTS



Washington FBLA
2023-2024 State Officer



Name Samara Wijesekera

Position Executive VP

School Holy Names Academy

Grade Senior



Washington FBLA
2023-2024 State Officer



Name Katie Duong

Position Public Relations Officer

School Hazen High School

Grade Senior

MEET YOUR WORKSHOP HOSTS



Washington FBLA
2023-2024 State Officer



Name Michelle Li

Position State Parliamentarian

School Bothell High School

Grade Senior



Washington FBLA
2023-2024 State Officer



Name Irene Lee

Position Puget Sound VP

School Fife High School

Grade Junior

MEET YOUR WORKSHOP HOSTS



Washington FBLA
2023-2024 State Officer



Name Kai Lincoln

Position Southeast Region VP

School Walla Walla High School

Grade Senior

Workshop OVERVIEW



FBLA
TRIVIA



FUNDRAISING



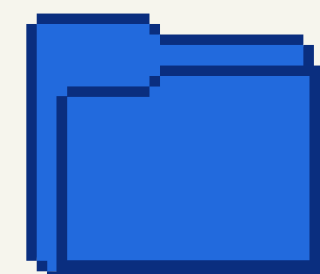
COMMUNITY
SERVICE



RESOURCE
GUIDES



FBLA
CONNECT 101



STATE
OFFICE



Chapter Officer DISCORD

Calling all Washington FBLA chapter officers! Join the Washington FBLA Chapter Officer Discord to stay updated on statewide programs, ask questions, and keep up with your region's updates! Contact your adviser for the sign-up form.



FELLA TAIWIA

Where Is SBLC 2024?

Spokane, Washington!

When is FBLA Week?

February 11th-17th!

**How many regions are
there in Washington
FBLA?**

Eight!

**How many competitive
events are there?**



FBLA TRIVIA

FUNDRAISING

COMMUNITY SERVICE

RESOURCE GUIDES

CHAPTER ORGANIZATION

FBLA CONNECT 101

STATE OFFICE

77!

**How many states are
in the Western
Region?**

12!

**How many levels of the
BAA's are there?**

Four!

**What is Washington
FBLA's quarterly
publication called?**

The Washingtonian!

**What are the three
divisions of FBLA?**

**Middle School, High
School, and
Collegiate.**

When is American Enterprise Day?

November 15th!

**What is the theme for
the 2023-2024
membership year?**

Together We Achieve!



FUND RAISING

FUNDRAISING FOR FBLA!

Conferences are the pinnacle of the FBLA experience, offering a myriad of invaluable leadership and skills development opportunities.

However, there's a significant hurdle—financial constraints. NLC alone can total over \$2000, and for many members, this hefty price tag becomes a roadblock to the highlight of the FBLA season.



NLC '22 +'23!

FUNDRAISING RESOURCES



TABLE OF CONTENTS

I. ABSTRACT

- A. Importance of Fundraising for Lowering Conference Costs
- B. Purpose of Toolkit
- C. Overview of Fundraising Methods

3

II. GETTING STARTED

- A. Determining Financial Needs
- B. Calculating Ideal Amount To Raise
- C. Creating SMART Goals
- D. Assessing Chapter Resources and Skills
- E. Identifying the Target Donor

7

III. FUNDRAISING STRATEGIES

- A. Establishing A Fundraising Committee
- B. Developing A Fundraising Timeline
- C. Setting Roles and Responsibilities
- D. Budgeting and Financial Management
- E. Promoting Fundraising Activities
- F. Engaging Community and Alumni

11

TABLE OF CONTENTS

IV. ASSESSING FUNDRAISER PROGRESS

- A. Monitoring Fundraising Activities
- B. Tracking Funds Raised and Expenses
- C. Evaluating the Success of Fundraisers
- D. Making Adjustments For Improvement

15

V. CASE STUDIES: SUCCESSFUL FUNDRAISING EFFORTS

- A. HAZEN HS - Bucket Hats
- B. WALLA WALLA HS - Concessions
- C. KOMACHIN MS - Applebee's Breakfast

18

VI. FINAL THOUGHTS

- A. Recap of Key Points
- B. Chapter Encouragement and Motivation
- C. Final Tips and Advice

24

With this in mind, Washington FBLA has created and published the Chapter Fundraising Toolkit, a valuable guide to organizing successful chapter fundraisers. It guides chapters on how to plan a fundraiser, create SMART goals, develop a fundraiser strategy, and engage their entire chapter in active participation.

FUNDRAISING RESOURCES

**GETTING
STARTED**
BRAINSTORMING,
SETTING GOALS

STRATEGIES
ROLES, BUDGETS,
ETC.

TABLE OF CONTENTS

I. ABSTRACT

- A. Importance of Fundraising for Lowering Conference Costs
- B. Purpose of Toolkit
- C. Overview of Fundraising Methods

3

II. GETTING STARTED

- A. Determining Financial Needs
- B. Calculating Ideal Amount To Raise
- C. Creating SMART Goals
- D. Assessing Chapter Resources and Skills
- E. Identifying the Target Donor

7

III. FUNDRAISING STRATEGIES

- A. Establishing A Fundraising Committee
- B. Developing A Fundraising Timeline
- C. Setting Roles and Responsibilities
- D. Budgeting and Financial Management
- E. Promoting Fundraising Activities
- F. Engaging Community and Alumni

11



TABLE OF CONTENTS

IV. ASSESSING FUNDRAISER PROGRESS

- A. Monitoring Fundraising Activities
- B. Tracking Funds Raised and Expenses
- C. Evaluating the Success of Fundraisers
- D. Making Adjustments For Improvement

15

V. CASE STUDIES: SUCCESSFUL FUNDRAISING EFFORTS

- A. HAZEN HS - Bucket Hats
- B. WALLA WALLA HS - Concessions
- C. KOMACHIN MS - Applebee's Breakfast

18

VI. FINAL THOUGHTS

- A. Recap of Key Points
- B. Chapter Encouragement and Motivation
- C. Final Tips and Advice

24



EXECUTION
ORGANIZATION,
TRACKING FUNDS

EXAMPLES
PAST SUCCESSFUL
FUNDRAISERS

FUNDRAISING EXAMPLES

HAZEN HS - WEST CENTRAL

Hazen HS organized a Bucket Hat fundraiser where they sold custom bucket hats in their school colors leading up to a sports game, and gave buyers the option to decorate their hats with paint and markers. They sold 65% of their merchandise with the majority of the buyers were from outside of FBLA



FUNDRAISING EXAMPLES

WALLA WALLA HS - SOUTHEAST



Walla Walla members volunteered to run concessions and ticketing for a series of middle school basketball games for three days at two schools. The adviser was paid for the efforts, and \$800 were raised and used to purchase food at SBLC. Members also gained volunteer hours for their work.



TABLE OF CONTENTS

- I. ABSTRACT** 3
 - A. Importance of Fundraising for Lowering Conference Costs
 - B. Purpose of Toolkit
 - C. Overview of Fundraising Methods
- II. GETTING STARTED** 7
 - A. Determining Financial Needs
 - B. Calculating Ideal Amount To Raise
 - C. Creating SMART Goals
 - D. Assessing Chapter Resources and Skills
 - E. Identifying the Target Donor
- III. FUNDRAISING STRATEGIES** 11
 - A. Establishing A Fundraising Committee
 - B. Developing A Fundraising Timeline
 - C. Setting Roles and Responsibilities
 - D. Budgeting and Financial Management
 - E. Promoting Fundraising Activities
 - F. Engaging Community and Alumni

TABLE OF CONTENTS

- IV. ASSESSING FUNDRAISER PROGRESS** 15
 - A. Monitoring Fundraising Activities
 - B. Tracking Funds Raised and Expenses
 - C. Evaluating the Success of Fundraisers
 - D. Making Adjustments For Improvement
- V. CASE STUDIES: SUCCESSFUL FUNDRAISING EFFORTS** 18
 - A. HAZEN HS - Bucket Hats
 - B. WALLA WALLA HS - Concessions
 - C. KOMACHIN MS - Applebee's Breakfast
- VI. FINAL THOUGHTS** 24
 - A. Recap of Key Points
 - B. Chapter Encouragement and Motivation
 - C. Final Tips and Advice





COMMUNITY SERVICE

Why is COMMUNITY SERVICE important?

**Builds
Network**

**Good
Purpose/
Reputation**

**Stronger
Teamwork**



Examples:

Fife HS:

NLC 2023 Fundraising + Trojan Cafe

- Donations from local businesses
- Volunteering (drinks, food, etc.)

Lynden HS:

Community Service Project - 4th Place

- STEAM lesson craft kits
- Library volunteering



RESOURCE GUIDES



CHAPTER FUNDRAISING & SCHOLARSHIP TOOLKITS

- CONTAIN EXTENSIVE CHAPTER FUNDRAISING ADVICE & A LONG LIST OF VARYING SCHOLARSHIPS



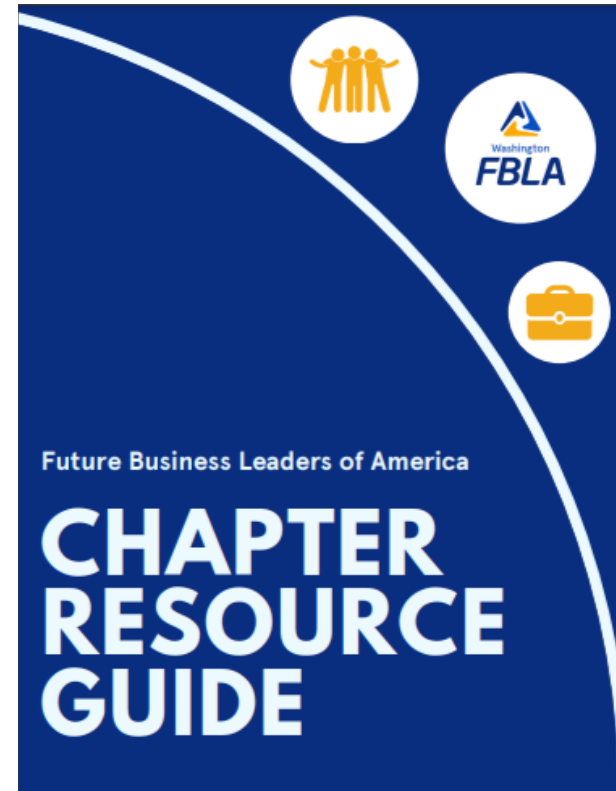


TABLE OF CONTENTS

Comprehensive Timeline	1
Year round WA FBLA events that members and chapters can participate in to develop their leadership skills, build their networks, and engage with FBLA!	
Recruiting Members	3
Ideas for recruiting members and templates for your chapter's first social media posts!	
Conference Overview	9
Information about all the conferences members can attend.	
National Programs	15
Examples of programs outside of competitive events that members can participate in at a National Level.	
FAQs	18
Contact Page	23

CHAPTER RESOURCE GUIDE

- WASHINGTON FBLA EVENT TIMELINE
- CHAPTER RECRUITMENT ADVICE
- OVERVIEW OF CONFERENCES
- NATIONAL PROGRAMS PROMOTION
- FREQUENT ASKED QUESTIONS



TABLE OF CONTENTS

How to Use This Guide	1
A description of this guide's various contents with a sneak peek at more resources to come!	
Competitive Event Categories	2
Descriptions and tips for the five official FBLA event categories: Objective Tests, Presentation Events, Production Events, Role Play Events, and Chapter Events.	
Sub-Categories	8
Skill Clusters	9
Each of the events divided into categories based on corresponding skills or areas of interest.	
Study Resources	15
Links to National FBLA resources and FBLA Quizlets to help with competitive event preparation.	
Contact Page	18

COMPETITIVE EVENTS 101

- EVENT CATEGORY DESCRIPTIONS & COMPETITION TIPS
 - OBJECTIVE & PRODUCTION TESTS
 - PRESENTATION, ROLEPLAY & CHAPTER EVENTS
- SKILL & INTEREST CLUSTERS
- STUDY RESOURCES
 - UNIQUE QUIZLETS



EXPLORING COMPETITIVE EVENTS

- IN-DEPTH CATEGORIES FOR DISCOVERING EVENTS
- BUILT IN RESOURCE NAVIGATION
- SIMPLE DESCRIPTIONS AND FORMAT FOR ALL EVENTS
 - LINKS TO EACH EVENT'S NATIONAL GUIDELINES



CHAPTER ORGANIZATION

CHAPTER GOOGLE DRIVE EXAMPLE

Link to the Drive

Video Walkthrough



FBLA CONNECT

101

DO YOU HAVE AN FBLA
CONNECT ACCOUNT?

<https://connect.fbla.org/>

Future Business Leaders of America



 **CONNECT**

FBLA Connect, powered by GreekTrack, has replaced the my.FBLA database, the Learning Center, and the Leadership Community as our new one-stop shop for membership, education programs, and community. **You should have received an email from mail@fbla.org on August 15 with an invitation to set up your account.** If you did not receive the email, please **submit an FBLA Help Desk ticket** including your name, email, and the name of your school.

Need help getting started? Check out our **step-by-step tutorial videos** and **Quick Guides!**

INVITING YOUR MEMBERS TO FBLA CONNECT

Bothell High School Chapter

Home Records Events **Members** Manage More...

Manage Membership

Weekly event email digest

Would you like to receive an email about events that are coming up each week?

Sign me up!

Send Activation Emails

Requirement Progress

You have no requirements to complete.

[Configure your site settings](#)

memberhome.php?action=goLiveInvitations

Send Email Invitations

We'll send out emails to all the members of the selected account types inviting them to activate their accounts on your new site!

Select the account types that should be invited to join this site:

	Never Invited	Invited But Not Activated
Active Member	<input checked="" type="checkbox"/> 142	<input checked="" type="checkbox"/> 3
Adviser	<input type="checkbox"/> 0	<input type="checkbox"/> 0
Officer	<input type="checkbox"/> 0	<input type="checkbox"/> 3
Unpaid Student	<input type="checkbox"/> 80	<input type="checkbox"/> 0

Send Email Invitations

Invited members should receive a link to create their FBLA Connect account

CHECKING MEMBER REGISTRATION

Bothell High School Chapter

Home Records Events **Members** Manage More...

Search members or groups...

View Members
View All Chapters/Groups
View Top Members
View Achievements
View Alumni Directory
Add New Members
View Pending Registrations
Send Activation Emails
Transition Members
Transition Officers & advisers
Membership Report

Manage Memberships

Weekly event email digest
Would you like to receive an email when events are coming up each week?
[Sign me up!](#)

Requirement Progress
You have no requirements to complete.
[Configure your site settings](#)

Below you will see all of your member's official Future Business Leaders of America membership statuses. Use the tools below to transition members to the appropriate membership status. An invoice will be generated for your high school chapter if required to make this transition.

Unpaid Student Member Alumni

Includes the Unpaid Student account type. Includes the Officer, Active Member account types. Includes the Alumni account type.

[+ Add Unpaid Students](#)

With selected unpaid students...
[Transition to Member >](#)

With selected members...
[Graduate Members >](#)

Select All

Aafreen, Aafreen

Agrawal, Aishani

Al Fahham, Gori

Anakotta, Gileionna

Arumugam, Rushil

Batsukh, Amie

Batta, Irene

Bhatt, Shivansh

Bhosale, Soham

Bondarchuk, Esther

Bresee, Victoria

Bush, Andrew

Castillo, Gracie

Chilakala, Sathvik

Coyne, Alisa

Datti, Yashwant

Demir, Betul

Duran, Elideth

Emmanuel, Israel

Ford, Wyatt

Foster, Yui

Garcia, Melonie

Gentry, Kaden

George, Amil

Gill, Amrit

Gillis, Jack

Gomez, Mia

Agate, Ryan

Amir, Haris

Ang, Nicholas

Anoop, Pavan

Arora, Aadyaa

Ashok, Akshay

Aziz, Sarah

Balani, Neel

Barajas, Raul

Batta, Irene

Berrios, Gabriel

Berry, Conrad

Bian, Amy

Bisada, Natalie

Brooke, Cole

celms, kala

Chalana, Ami

Cheruvu, Laasya

Chimni, Jashan

Chimni, Jasnoor

Chinthireddy, Sahasra

Colvin, Georgia

Coolidge, Chloe

Crawford, Tayshann

Creado, Caitlyn

Datia, Nihitha

Doodler-Hirayama, Maleigha

Eng, Elizabeth

Esegbue, Ijeoma

Falsis, Clara

Aboulhosn, Jed

Adair, Taylor

Aguilar, Angel

Ahmed, Zahrah

Ahn, Hannah

Albrecht, Alexandra

Albright, Bradley

Allen, Dorothy

Allen, MacKenzie

Allison, Madi

Almonte, Samara

Alveal, Frank

Ames, Olivia

Amundson, Austin

An, Caleb

Ananth, Ananya

Anderson, Ben

Anderson, Kjersti

Anderson, Nick

Anderson, Nicole

Anderson, Zach

Anoop, Diya

Anthony, Emily

Anthony, Emily

Antipov, Roman

Arenas, Allain

Arlan, Jacob

Arlan, Jake

Armstrong, Caroline

Armstrong, Patrick

Arn, Danielle

Arneson, Chris

Atkinson, Ellis

Austad, Jake

Austad, Jenna

Austad, Justin

Avecilla, Janelle

Avecilla, Raven

Babb, Libby

Bacon, Mark

Bakk, Ben

Click the small green arrows

Membership Status	Price	Quantity	Amount
Members transitioning from <i>Unpaid Student</i> to <i>Active Member</i>	\$10.00	103	\$1,030.00
Aafreen, Aafreen	Holmes, Thomas	Park, Daniel	
Agrawal, Aishani	Huffaker, Aliyah	Pillai, Krish	
Amir, Haris	Ilaiyaraja, Santhosh	Pope, Logan	
Anoop, Pavan	Kabbur, Sanika	Pradeep, Aishani	
Arora, Aadyaa	Kemper, Oliver	Pujari, Raveesh	
Ashok, Akshay	Kim, Mason	Raga, Rajeev	
Balani, Neel	Kim, Samantha	Rajkumar, Ramola	
Berrios, Gabriel	Kinross, Joshua	Ramji, Shreyas	
Berry, Conrad	Kromholtz, Gracie	Rasool, Mateen	
Bian, Amy	Kulandaivel, Shivani	Reyes, Carmen	
Bisada, Natalie	Kumar, Kunal	Reyes, Casandra	
Brooke, Cole	Kumar, Nakul	Roberts, Cameron	
Chimni, Jashan	Kumar, Sriram	Robinson, Tristan	
Chimni, Jasnoor	Lakkoju, Saisha	Sanchez Lopez, Alondra	
Chinthireddy, Sahasra	Le, Dylan	Sarfraz, Zaayan	
Colvin, Georgia	Li, Michelle	Sathishkumar, Kenisha	
Coolidge, Chloe	Lima, Julia	Singh, Saksham	
Crawford, Tayshann	Machuca, Bryan	Solvang, Noelle	
Doodler-Hirayama, Maleigha	Margetan, Matthew	Son, Ashley	
Eng, Elizabeth	McFeeley, Kathryn	Srirangapatnam, Apurv	
Esegbue, Ijeoma	Mcnerney, Olivia	Suthahar, Deeksha	
Falsis, Clara	Miller, Ian	Tatikonda, Nihanth	
Feldner, Olivia	Mishra, Aryan	Tirukonda, Aadhav	
Galia, Sebastian	Monahan, Patrick	Tu, Emily	
Gantyeada, Kritika	Moorthy, Sujana	Tummala, Eeshna	
Gogoi, Anishka	Mowrey, Grant	Turner, Kyra	
Grimm, Paul	Nair, Devaduth	Uppalli, Krish	
Guy, Carissa	Nandigam, Druthi	Valley, Travis	
Haney, Hudson	Nava, Valeria	Wang, Trevor	
Hill, Kai	Nieminen, Anders	Wichman, Devon	
Hilloowala, Yazad	Oh, Ryane	Workman, Yuna	
Ho, Emily	Padiyath, Sradha	Ye, Angela	
Hoffer, Nathan	Palanisamy, Kayal	Young, Toki	
Holmes, Grace	Palomera, Tino	Zheng, Andy	
Washington - High School Fees	\$14.00	103	\$1,442.00
		Subtotal	\$2,472.00
		Total	\$2,472.00
		Paid	\$0.00
		Due	\$2,472.00

Tax ID: 23-7157445

Please include a copy of your invoice and make checks payable to FBLA. Payment is due within 60 days.

If you have questions concerning the invoice or payment, contact FBLA at membership@fbla.org or by phone 800.325.2046.

Here you will find the list of people who have not yet paid for their FBLA dues

CHAMPTION CHAPTER SUBMISSION

Bothell High School Chapter



[Home](#) [Records](#) [Events](#) [Members](#) [Manage](#) [More...](#)

Search members or groups...

[Manage Membership](#)

[Send Email](#)

[Post Event](#)

Weekly event email digest

Would you like to receive an email every Sunday letting you know what events are coming up each week?

[Sign me up!](#)

[No thanks](#)

Requirement Progress

You have no requirements to complete.

[Configure your site settings](#)

Bothell High School has 3 unpaid invoices:

- 2024 High School National Fees
- 2024 High School National Fees
- 2024 High School National Fees



President Dashboard

Budget: \$0 remaining

[view details](#)

Incomplete Forms

[view all](#)

2023-24 SERVICE SEASON (November 9 - January 10)

This form is to be completed once and is due on January 10, 2024, 11:59 pm at the chapters local

[Complete Form](#)
Due Jan 10, 2024

2023-24 CHAMPION+ (Deadline MAY 1)

This form is to be completed once and is due on May 1, 2024 at 11:59 pm.

[Complete Form](#)
Due May 1, 2024

Forms

[view all](#)

Competitive Events Recommendations

EVENTS

Bothell High School Chapter

Home Records **Events** Members Manage More...

Manage Member

Post Event

Weekly event em

Would you like to rec
events are coming up

Sign in

No thanks

View Upcoming Events

View Event Calendar

View WA-HS-West Central
Calendar

View Washington - High
School Calendar

View National Calendar

Add New Event

Event Calendar

Bothell High School's Calendar

WA-HS-West Central Calendar

Washington - High School Calendar

National Calendar

Upcoming Events

Showing All Events

DEC
20
WED

State Leader Dialogs

DEC
30
SAT

Early Bird Member Registration Deadline

DEC
31
SUN

Spring Stock Market Game Registration Opens

JAN
9
TUE

Champion Chapter: Service Season Submission
Deadline (HS only)

JAN
10
WED

Champion Chapter: CTE Celebration Begins (HS
only)

JAN
28
SUN

Spring LifeSmarts Competition Begins (MS and
HS only)

JAN
30
TUE

Spring Virtual Business Challenge Begins (HS
only)

FEB
8
THU

First Deadline for Lead4Change (MS and HS
only)

FEB
10
SAT

FBLA Week: Service Sunday



RUNNING FOR STATE OFFICE

START HERE

Read the 2024 State Officer Candidate Guide

01

STEPS TO RUN FOR STATE OFFICE

07

Attend SBLC

Attend the Candidate Info Call (optional)

02

Submit application materials by March 1st

03

04

Attend scheduled candidate interview

05

Attend one of two available candidate briefings

06

Submit supplemental materials by April 17th

POSITIONS

EXECUTIVE POSITIONS



President

Executive Vice President

Secretary

Public Relations Officer

Parliamentarian

Industry Relations Vice
President

Middle School Vice
President

REGION VPS



Capital

North Central

Northeast

Northwest

Puget Sound

Southeast

Southwest

West Central

CAMPAIGNING



Candidates for the office of State President, Executive VP, Secretary, PRO, Middle School VP, and Region VP will give a one-minute speech and run a campaign booth during the allotted time at SBLC. Refer to the State Officer Candidate Guide for additional regulations on the campaigning process.



WORLDWIDE



THANK YOU!
FOR ATTENDING

CONTACT Us



Washington FBLA
2023-2024 State Officer



Name Samara Wijesekera

Position Executive VP

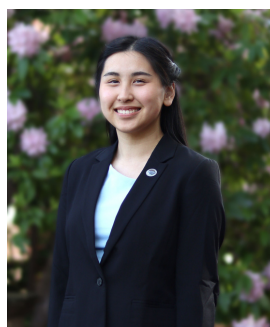
School Holy Names Academy

Grade Senior

EXECUTIVEVP@WAFBLA.ORG



Washington FBLA
2023-2024 State Officer



Name Katie Duong

Position Public Relations Officer

School Hazen High School

Grade Senior

PUBLICRELATIONS@WAFBLA.ORG



Washington FBLA
2023-2024 State Officer



Name Kai Lincoln

Position Southeast Region VP

School Walla Walla High School

Grade Senior

SOUTHEASTVP@WAFBLA.ORG



Washington FBLA
2023-2024 State Officer



Name Michelle Li

Position State Parliamentarian

School Bothell High School

Grade Senior

PARLIMENTARIAN@WAFBLA.ORG



Washington FBLA
2023-2024 State Officer



Name Irene Lee

Position Puget Sound VP

School Fife High School

Grade Junior

PUGETSOUNDVP@WAFBLA.ORG