



Statewide Pancake Feast

LOCAL CHURCH GUIDE

1-2 Months before the Feast

- Visit www.imagineflorida.org to REGISTER your church and get information about our conference-wide event
- Determine what you need to have a successful event
 - Budget for hosting the event
 - Advertising
 - Facility use
 - Food and Refreshments (church volunteers or outside caterer?)
 - Equipment for Video/Audio needs
 - Pancake Breakfast or something else?
 - We want churches to celebrate World Malaria Day (April 25th, 2015), and while a pancake breakfast is an easy fundraiser for many churches, your church might choose to do an alternative fundraiser!
 - Some Florida churches are hosting movie nights, 5k's, camp-outs, or craft fairs instead of a pancake breakfast
 - Feel free to use the same resources for your alternative event
 - Budget for hosting the event
 - Advertising
 - Facility use
 - Food and Refreshments (church volunteers or outside caterer?)
 - Equipment for Video/Audio needs
 - Consider timing of event
 - Would an event work best in the morning or evening of April 25th, or maybe the night before or Sunday after?
 - Take into account that this event is for church members and their families and friends. Others might not want to come to a Sunday service, but they might be willing to go to a Saturday fun event.
 - Discuss how you want to raise funds for Imagine No Malaria
 - Are you going to sell tickets or have a free-will offering?

- Will you invite attendees to make a larger donation or pledge through offering envelopes and pledge cards? (order at least 3 weeks ahead of time)
 - Are you going to ask sponsors to take care of supplies, or ask them to donate to the event (local businesses, sports groups, etc.)
- When the broad details are determined, visit www.imagineflorida.org to register your event and get it on our statewide list. You can also call Kylie Foley at (863) 688-5563 Ext. 350 if you are more comfortable registering your event that way.

6 Weeks before the Feast

- Create a recruitment plan
 - How many volunteers do you need?
 - Make sure they know expectations and have opportunities to share their ideas and opinions
 - How are you going to let your community know about the event?
 - Posters and Press Releases are available on website
 - How can this event promote and find participants for future Imagine No Malaria efforts your church may have planned (Dinner and a Movie Night, 5K Fun Run, alternative Christmas gifts, etc.)? Sign-up sheets are a great way to get volunteers or to build a network to share information down the road
 - If you are selling tickets to the event, distribute them among church members and in area businesses
- Community Engagement
 - Are there other community groups you can partner with to make the event more successful?
 - Florida churches have partnered with local schools, leadership groups, Rotary Clubs, Kiwanis, and restaurants to raise support and awareness
 - What sorts of education displays will you have at your breakfast to raise awareness?
 - Order an Imagine No Malaria DVD to play in the background or have a slideshow of images with African music
 - Coloring sheets with information for kids
 - Station to make a pipe cleaner mosquito
 - Create a net display where children can climb in and out and adults can see the use
 - Placemats with information are available to download and print from the website (8 ½ x 14)
 - Plan for the volunteers who support these displays to know basic information about Imagine No Malaria (download FAQ sheet from website)
- Make sure you have the supplies you need
 - What is your menu and quantity of food/beverages needed?
 - Make sure you have enough handout/education materials and order any official resources you need.

1-2 Weeks before the Feast

- Gather supplies
 - Are you using plates or paper products? Purchase any supplies needed
 - Assemble handouts (if any) and game/activity supplies
 - Gather pledge/donation information and set up a table with enough pens to complete forms
- Continue promoting the event
 - If you are selling tickets, check to see how many are left

- Promote on social media sites, on local airwaves, etc.

Day before the Feast

- Purchase menu items (confirm last-minute details with caterer).
- Set-up your event space
 - Prepare any food that can be ahead of time
 - Set up tables/seating and decorations
 - Create activity areas
 - Test any audio/visual equipment you will be using
 - Ticket table and/or free-will donation offering location set up
- Decide how you will collect donations (check: make it out to your church, memo: Imagine No Malaria), cash (have change on hand) or have a laptop for online giving (www.imagineflorida.org)

Day of the Feast

- Volunteer Preparation
 - Pray for the event and the lives that you are going to impact
 - Handout a list of talking points to remind them of why we are doing this event (website)
- Complete last minute food preparation and beverage set-up
- Take lots of pictures! (Please make sure to not take pictures of children under 18 unless they have signed a photo release through your church)
- Welcome guests and encourage them to stop by the donation table if they feel led to give in a bigger way.
- Celebrate!

After your Feast

- Collect donation and any pledge forms/envelopes that were given.
 - Tally the pledges and checks using the Record of Contribution Form
 - Scan the Record of Contribution form and send it to kfoley@flumc.org
 - Send donations through church apportionments "Other" Fund number: 3021190. Send the Record of Contribution Form and original donation envelopes/pledge cards to:

**Florida Annual Conference Center
c/o Imagine No Malaria
450 Martin Luther King, Jr. Ave.
Lakeland, FL. 33815**

- Assess your event
 - Were your goals met?
 - What are your success stories?
 - Share that success! Email kfoley@flumc.org with:
 - Pictures or Video from your event
 - A paragraph about your success
 - What did you learn?
 - What would you do differently next time? Could this be repeated in the future for continuing impact?

SPONSORS

Asking local community and business leaders to contribute to World Malaria Day and your event can be an exciting outreach opportunity. **Start asking as soon you can, ideally a 4-6 weeks out from your event.** Many businesses don't make financial contributions but are willing to give gifts-in-kind. If this is offered to you, consider adding a silent auction element to your event or offering prizes for games (**NEVER refuse a donation!**).

1. Think of natural **SPONSORS**

- These are groups that might easily identify with the cause of malaria (or pancakes!)
- Ask local breakfast locations, walk-in clinics, Child-care centers, doctors' offices, restaurants, sports teams, and community service clubs

2. Know what you're **ASKING**

- The most successful "Asks" are those done in person (next successful is phone, and last is email) where you ask to speak to someone in charge of community relations/donations or a manager
- Provide a SHORT letter with your church and Imagine No Malaria letterhead (example on website) that includes your church's Tax ID number, contact information, and specifics about the event.
- Make sure to stress that Imagine No Malaria is a partnership with the United Nation's Global Fund and the Bill and Melinda Gate's Foundation.

3. Give them a chance to **ADVERTISE**

- Let businesses know how they'll benefit (besides saving lives)
- Will your church have banners with their name, pass out brochures brochure, or leave a poster/sign with the business to show they're participating in World Malaria Day?

4. Give them options to **PARTICIPATE**

- If the business does not wish to participate in the ways you've presented, consider asking them if they'll put up a red change box on Saturday April 25th, 2015 to collect spare change for malaria (some restaurants don't want to interfere with tips, but many other businesses are open to this idea).
- Do not refuse donations even if it isn't what you wanted!

5. Make sure to say **THANK YOU**

- Make sure to return to each participating business (at any level) a thank you letter sharing how successful the campaign was ("29 people came and we raised a total of \$490 to help stop malaria!") and include your church's Tax ID information again for so the business can write off the donation. Bring thank you letters ASAP, within the week.

SPONSOR IDEAS

Use some of these ideas along with the
Example sponsor letter on www.imagineflorida.org

TOPPING STATIONS

A determined but uniform donation level (ex. \$75) means a business will have a banner that says “Chocolate Chips Sponsored by Fred’s Auto-mart” and along with the toppings there is space for the business to have magnets, coupons, brochures, and information about their services.

CHOOSE A GIFT OF LIFE

Using the “Gift of Life Price List” on the website, ask a business to donate a certain amount to see how their gifts save lives. Note: this money must be used to support Imagine No Malaria, not expenses of the event.

Ex. \$20- *Pays for the cost of food and treatment of anemia in a pregnant woman with malaria*

Posters around the room or cards on the tables would show which businesses helped purchase what gifts.

THESE COMMUNITY BUSINESSES

- Target
- Lifeway Christian
- Jack’s Burrito Shack
- Pine Acre Florist
- Anna’s Coffee House

**ARE PROVIDING ANTI-MALARIA
CAMPAIGNS IN AFRICAN SCHOOLS**

SUPPLY DONATIONS

Ask businesses for donations for supplies for your event. Ask for pancake mix, syrup, toppings, silverware, cups, tablecloths, orange juice, coffee, etc.

COMMUNITY PARTNERSHIPS

Ask others to come out and support
Imagine No Malaria with your church!

NEARBY UNITED METHODIST CHURCHES

If UMC churches near you aren't hosting an event for World Malaria Day, consider inviting them to join yours. Meet some new people, ask for volunteer and supply help (can your church bring napkins and folding chairs?) and unite together!

NEARBY CHURCHES/TEMPLES/MOSQUES

Invite nearby religious institutions to join in the fight against malaria. Church across the street, mosque down the road? Meet with someone at their church to invite them to your event. Give them tickets to sell or flyers to give out.

COMMUNITY GROUPS

Think of service and community organizations that you can invite to participate. If your church has a homeless ministry, food pantry, or works with afterschool kids, invite their families to come out and give what they can. Everyone can Imagine No Malaria, so spread the invitation!

PERSONAL INVITATIONS

This event is not made for your church members to come to church another day of the week. This is an outreach opportunity to show your family and friends how your church is healing the world. Print out flyers and ask your pastor to ask church members to invite one or two people to the event. Intentional relationships lead to transformation of everyone!

EVENT GUIDELINES

EXAMPLE EVENT:

Event location: Fellowship Hall

Event length: 2 hours total (10:00 AM- 12:00 PM)

Admission: \$10 per person or \$40 total for a family over 4

9:30- 10:10- Welcoming people into the space, collecting donations, choosing a table, receive a red dot

10:11-10:14- Read Malaria Poem (have a youth read this)

10:10-10:20- Pastor or Leader welcome everyone and explain Imagine No Malaria

- View "Communion Service" packet attached to get ideas
- 100% of donations go to fight malaria in Sub-Saharan Africa
- Our church's goal (ex. Save 1,000 lives= \$10,000)
- Show video if possible (choose from the video list on following page)
- Explain activities that will be available

10:20-10:30- Explain flow of breakfast (buffet, releasing tables, etc.) and then pray for those with malaria and those in attendance

10:30-11:30

- Eat
- Pancake Flipping Contest
- Photo Booth
- Silent Auction
- Free Throw Contest
- Letter Writing
- "A Killer In The Dark"

VIDEO GUIDELINES

Use these videos to explain and excite about Imagine No Malaria!

(To open videos, right-click on the word "here" below and select "Open Hyperlink")

"A Killer In the Dark" (52:00) / Watch [here](#)

Order for free: <http://shop.umc.org/product/productinfo/imagine-no-malaria-faith-in-action-a-video-collection/1203?cid=257>

A Killer in the Dark is the UMC-produced documentary which shares the story of malaria and how Imagine No Malaria is saving lives.

Recommended for: Wednesday night program, Small Group Study, Youth Group, Special Awareness night, Missions Meeting

"Bishop Carter's Welcome to Imagine No Malaria" (1:51) / Watch [here](#)

Bishop Carter introduces Imagine No Malaria and invited your church to participate

Recommended for: Sunday Worship, Wednesday night program, small group

"Imagine" (2:16) / Watch [here](#)

An inspiring video which shows the urgency and hope of Imagine No Malaria

Recommended for: Sunday Worship, Wednesday night program, Community Outreach, Small Groups, Youth Group, Church Meetings

"Malaria By The Numbers" (0:53) / Watch [here](#)

This short video shows the facts about malaria in an easy-to-absorb format

Recommended for: Sunday Worship, Wednesday night program, Community Outreach, Small groups, Youth group, Social Media and Website Promotion

"Ministry Overview" (1:50) / Watch [here](#)

This video shows a short version of what Imagine No Malaria does to prevent and treat malaria

Recommended for: Sunday Worship, Wednesday night program, Small Groups, Youth Group

"Ted Talk: 3 Reasons We Still Have Malaria" (15:18) / Watch [here](#)

This informative TED talk has informed people all over our denomination

Recommended for: Small Groups, Youth Group, Church Staff

"The Winged Scourge" (9:42) / Watch [here](#)

This Disney short from 1943 is extremely eye-opening as it looks out how to prevent malaria in the United States before we were able to eradicate it in 1950.

Recommended for: Adult Small Groups, Youth Group

"Leo and Kya" (3:27) / Watch [here](#)

This short video is a perfect way to introduce kids to malaria and why it's important to stop

Recommended for: Children's Ministries, VBS

ACTIVITY SUGGESTIONS

ICE BREAKER

Have everyone face seated at their tables:

- 1) Ask everyone to introduce themselves and share and information they already know about malaria
- 2) Pastor/MC ask ever fourth person to remain seated, but everyone else at their table stand
Say: "Every year 75% of sub-Saharan Africans become infected with malaria"

Everyone sit down

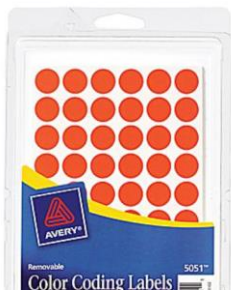
- 3) Ask half the table to stand up
Say: "It's estimated that of all the people that have ever lived have died of malaria.
Ask those standing to sit and the other half to stand up
Say: "Today, half of the world's population is at risk of malaria"

Everyone sit down

Say: "We do this to show that so many people are affected by malaria, in past, present and future. We come together on World Malaria Day to give a voice to those suffering from this preventable disease.

MOSQUITO BITE GAME

As people come in hand them a red color coding sticker and tell them to put it on their shirt (can be found at Staples/Office Depot)



Avery 05051 Removable Self-Adhesive Round Paper Color-Coding Label, Red, 1/2"(Dia), 840/Pack

Item: 13228 Model: 5051/8082RG

★★★★★ [Read 2 Reviews](#)

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• Color: Neon Red

During an introduction to the fundraiser, have the pastor or organizer explain the game:

"You were given a red dot as you entered. These represent a mosquito bite. Your goal is to "bite" someone else by placing the sticker on them without them noticing. If they see you do it, you must take back your sticker and whatever stickers they have. As you leave, count up your bites. We're asking for a \$2 donation per bite, which buys a RDT (Rapid Development Test) which is the best way to diagnose malaria and save lives. Get to biting!"

This is a great game for Sunday worship services too! Pass out stickers through the ushers and have people "infect" each other throughout transitions, welcome, Sunday school, the parking lot!

TOPPINGS

Think of adding some fun toppings stations to your pancake breakfast!

- Strawberries
- Blueberries
- Bananas
- Sprinkles
- Butter
- Syrup
- Chocolate Syrup
- Nutella
- Pecans
- Chocolate Chips
- Powdered Sugar
- Honey
- Bacon
- Fried Apples
- Peanut Butter

PANCAKE FLIPPING CONTEST

Option 1: Charge \$1 to enter in to win a prize!

Option 2: Have each table get up (one table at a time) to participate to get everyone playing!



1. Hand out spatulas and one pancake each
2. You can drop your pancake three times before you're eliminated
3. Winner who flips their pancake the longest wins!

PHOTO BOOTH



A photo booth is a great way to get the word out about your church and World Malaria Day!

- Throw up a mosquito net or some tulle (to look like a mosquito net) as a back drop
- Have props available (big glasses, hats, Halloween costumes, fly swatter)
- Make some signs on poster board
 - WORLD MALARIA DAY
 - \$10 buys a lifesaving bed net
 - 1 person dies every minute from malaria
 - Our church is saving ____ (number) of lives from malaria!
- Have people take them on their phones and post them along with this sentence:

“Today Faith UMC gathered together for World Malaria Day! One person dies every minute from malaria, and we are committed to saving 100 lives from this preventable and treatable disease. Join the fights, donate at www.imagineflorida.org if you believe we can Imagine No Malaria!”

- If there’s a photographer at your church, have them take photos and put them on your church’s Facebook as the event is happening and tag people!

FREE THROW CONTEST

Set up a basketball hoop inside or use a trashcan as a hoop. Have people shoot baskets in, if they make 3 in a row ask if your church (or a Sunday school group) will buy a net in that person’s honor. Nets for nets!

LETTER WRITING

The United States government is the largest source of malaria funding, and reminding our legislators to continually vote to support malaria initiatives is EXTREMELY important. On each table have paper, sample letters, and pens for people to write letters to each of their Florida Senators and their State representative. Collect letters and mail them off. This is VERY crucial to fighting malaria!

A KILLER IN THE DARK

Play the movie “A Killer in the Dark” in the background or as the main activity to teach participants about malaria and the United Methodist Church!