

A Quick Step Instruction Guide for Distributing Change for Children change cans

Step 1 Set a Goal

Set a reasonable goal for your church – it can be as low or as high as you want, or you can use the campaign to create awareness about Intermountain.

Step 2 Select a Leader

Choose someone to be in charge of orchestrating can distribution, pick-up and promotion.

Step 3 Propose a Timeframe

Set up a timeframe that is convenient for your congregation- when will you promote cans in your bulletin? When will they be picked up? (Use the enclosed poster to let your congregation know.)

Step 4 Promote Change for Children

Create excitement around the project before the cans are distributed. Put an article in the bulletin or have someone from Intermountain provide a mission moment. Connect the change can campaign to Lent, VBS, Advent or other church seasons. Put up an Intermountain bulletin board or use an Intermountain bulletin insert, which can be found at <http://www.intermountainministry.org>.

Step 5 Distribute Cans

Set up a table with cans for easy taking! Include some information about Intermountain on the table.

Step 6 Promote During Campaign

Put reminder articles in the bulletin - perhaps on the 3rd, 5th and 7th weeks of the campaign, or “We are halfway through our Change for Children campaign! Is your cans half full?” Provide information about Intermountain – announcement items can be found at <http://www.intermountainministry.org>.

Step 7 Make a Plan to Collect the Cans

Pick 2 Sundays for the cans to be returned. Put a reminder in your bulletin the week before cans are due for turn in. Remind participants to write their name and the name of your church on the can.

Step 8 Return the Cans to Intermountain– Choose What Works For You!

1. Contact us - we would be happy to arrange a pick up!
2. Have the bank capture the amount in each can with the contact information (so we can send a thank you and a tax receipt), deposit the money and send a check with the contact list and dollar amounts for each individual.

Step 9 Thank Your Congregation

Thank everyone who helped make this such a success and for their support of Intermountain’s healing work with children and families!

Tips to Help Get People Involved

- Give Incentives to pick-up, check-out and return cans (ex. complimentary donuts or a cookie)
- Get the youth of the church involved, have them make thank-you cards for people returning their cans or have the youth group collect the cans
- Have a “Lucky Can” drawing. Designate a can as the “Lucky” can and let your congregation know that if that can is returned, they will receive a special prize of some sort
- Set a target dollar amount – whether it be the amount in each individual can or the church as a whole. After the cans are returned to Intermountain, we will let you know how much money your efforts raised.