



Walkathon for Catholic Schools

July 28, 2010

Mr. James Gieryng
St. James School
1 Monument Place
Stratford, CT 06615

Dear Principal Gieryng,

It is that time of year when we put our schedules together and review our annual school budget. Couldn't your school use a little extra money? Last year the schools participating in the Walkathon for Catholic Schools raised over \$120,000, an average of \$6,000 per school! Together, we can raise awareness of Catholic education, build community spirit--all while raising money for St. James School.

The selected date for this year's walkathon is Sunday, October 17, 2010. The Diocese will be hosting this event in two locations or if you prefer, you are welcome to host it at your own school. The two locations are the Catholic Center in Bridgeport and the Cove in Stamford.

Some important details:

1. **St. James School will keep 100% of the funds raised.**
2. We will offer **the same great prize incentives** as last year including the prizes for the winning principal and classroom teacher.
3. The event is rain or shine. If there is significant rain, we'll shorten the walk and credit everyone for the full distance
4. You are welcome to bring parents, family, children, teachers, alumni and friends to either of our two central Walkathon locations – or you are welcome to host your own Walkathon at your school.
5. If your school hosts their own Walkathon, it must take place within 7 days of October 17th in order for your school to be eligible for the prizes.
6. Please note that any Walkathon taking place during school hours is NOT considered instruction time and will need to be made up.

Please return the attached Walkathon participation report ASAP. If you need a revised form with a different walkathon site and/or location please let me know. Any questions, please don't hesitate to contact me. I'm happy to be of help .

God Bless & Good Luck!

Jennifer Mitchell
Director of Advancement
jmitchell@diobpt.org



Walkathon for Catholic Schools

Prizes For Our Top Fundraisers!

Top Student Fundraisers Will Win:

- 1st Place - 32gig i-Pod Touch or \$300 gift certificate to Toys R Us
- 2nd Place - 8gig -i-Pod Touch or \$200 gift certificate to Toys R Us
- 3rd Place -8gig i-Pod Nano or \$150 gift certificate to Toys R Us



Top Fundraiser at Each School Will Win:

- \$25 gift certificate to Toys R Us
(Pledges in excess of \$500 qualify for a \$50 Toys R Us gift card)

Top Fundraising Classroom in the Diocese Will Win:

- \$150 for a class pizza and ice cream party and a dress down day for the entire class. Plus a special \$500 gift card to Best Buy for the Teacher.

Top Fundraising School in the Diocese Will Win:

- Water bottles customized with school logo for the student body as well as the faculty and staff and a dress down day for the entire school. Plus a special \$500 gift card to Best Buy for the Principal.

Guidelines for prizes and awards:

- *Schools must participate in the 2010 Walkathon for Catholic Schools within 7 days of October 17, 2010 to be eligible for these prizes and awards.*
- *Only Catholic schools are eligible for awards.*
- *For student awards, only one student from each participating school will be eligible. An eligible student is defined as the student collecting the most Walkathon pledge dollars for their school (with a minimum of \$75 collected.)*
- *Top student fundraiser awards apply to individual students, not families.*



2010 Walkathon for Catholic Schools

St. James School Participation Report

Kindly return to the Office for Education via fax (203) 372-1961 no later than August 20, 2010 so we can accommodate all participants. Thank you and good luck!!

Yes, St. James School will be participating in the 2010 Walkathon for Catholic Schools. (Kindly skip down to section below.)

No, St. James School will not be participating in the 2010 Walkathon for Catholic Schools. For our planning purposes, kindly share with us why your school is not planning on participating:



2010 Walkathon School Registration Information

Please check where your Walkathon will be held:

- Catholic Center, Bridgeport
- Cove Island, Stamford
- Other: _____

_____ Number of total participants we can expect (estimate is fine)
(last year your school had approximately #)

\$_____ School's financial goal for the Walkathon
(last year your school raised \$)

School Coordinator Name and Contact information:

Name: _____

Address, City, State, Zip: _____

Telephone: _____ Email: _____

Thank you!



2010 Walkathon for Catholic Schools

Checklist for a Successful Walkathon!

- Appoint a Walkathon coordinator(s).
 - Ask a staff member or volunteer to lead the activities of the Walkathon on behalf of the school.

- Set a goal! Working with your Walkathon coordinator, set a specific total goal for your school. Think big!! Many schools have averaged \$50 per participant.

- Pick a project that will become the purpose for your school's Walkathon fundraising. Ideas include technology, equipment, scholarships – the sky is the limit!

- Return the School Participation form to the Office for Education by August 20, 2010

- Enlist participants
 - Inform your school, parish and local community about the Walkathon and the project you are raising funds for – as well as your total goal. Use the enclosed flyer, reproduce them on bright paper and enclose in the parish bulletin – or hand them out after masses.
 - Contact the local media (newspaper, radio and cable TV) in your area to promote the event and perhaps cover your school's participation.
 - Think long distance: Design a customized letter for students to mail to distant relatives who could support your school. Be sure to enclose a return envelope to the school. See enclosed sample.
 - Think double: Consider approaching a local foundation or larger supporter for a Matching – or a Challenge – donation.

- Distribute pledge sheets and liability waivers.

- Return the School Summary Report to the Office for Education by October 30, 2010.

2010 Walkathon Pledge Sheet

St. James School, Stratford

Student Name _____
 Address _____
 City, ST, Zip _____
 Grade _____ Teacher _____
 Total miles I will walk _____

Print Sponsors Name	Street Address	Flat Donatation	Total Received
Mrs. Mary Jones	100 Main Street, Anytown	\$20	\$20
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
21			
22			
23			
24			
25			
Pledge Sheet Total Dollar Amount (This Page)			

Print Sponsors Name	Street Address	Flat Donatation	Total Received
Mr. John Smith	150 Park Ave., Anytown	\$20	\$20
26			
27			
28			
29			
30			
31			
32			
33			
34			
35			
36			
37			
38			
39			
40			
41			
42			
43			
44			
45			
Pledge Sheet Total Dollar Amount (This Page)			
Pledge Sheet Grand Total (Both Pages)			

Securing Sponsors: Take your sponsor sheet to family friends or business that you think might be willing to sponsor you. Explain: Who you are; What the Walkathon is; Where the Walkathon route is located; Why you are walking or running; what project your school is promoting and how many miles you intend to complete. Ask for a flat donation to be collected now.

Walkathon will take place rain or shine.

In case of rain, the walkathon route will be shortened and the student will be credited with the full distance.

Please make checks payable to: St. James School



Walkathon for Catholic Schools

Waiver of Liability St. James School, Stratford

Each participant must complete and sign a Waiver form to be a part of the Walkathon. Completed forms should be returned to St. James School.

Sunday, October 17, 2010

12:00 PM

Rain or Shine*

**In case of rain, the walkathon route will be shortened
and walkers will be credited the full distance.*

Participant Registration Information

Name _____

Address _____

City, ST, Zip _____

Waiver: In consideration of my being permitted to participate in the Diocese of Bridgeport Walkathon for Catholic Schools, I hereby express waive and release, on behalf of myself, my heirs and assigns, any and all rights, claims, and actions against the individual Catholic Schools involved, their officers, employees or agents and any other person connected with the Walkathon for Catholic Schools for any injuries and damages whatsoever which I may have arising out of, connected with or resulting from my participation in this Walkathon. I attest that I am physically fit and fully prepared for this event.

Participants under the age of 18 must have this application signed by a parent or guardian.

X _____

Signature of Participant

X _____

Signature of Parent or Guardian



Walkathon for Catholic Schools

20th Annual Walkathon to Benefit St. James School

A Fun Walk
for
Students
Families &
Friends



Sunday, October 17, 2010

Rain or Shine

12:00 PM - 4:00 PM

at The Catholic Center

Walk for the FUN of it
and raise money for
St. James School
at the same time.



Walkathon for Catholic Schools

Sample Press Release for your Local Newspaper Announcing your Participation in the Walkathon

(DATE)—for immediate release

St. James School of Stratford joins the 20th Annual Walkathon for Catholic Schools

Stratford - The students, parents, faculty, and friends of St. James School will take part in the 20th Annual Walkathon for Catholic Schools at The Catholic Center on Sunday, October 17 from 12 noon to 4 p.m. Participants will walk approximately 3 miles and will receive donations for their school for participating. The Walkathon has raised over 2 million dollars for Catholic Schools since it began in 1991.

Last year St. James School had over participants and raised over \$. “This years Walkathon will be another great success thanks to all of those who believe and support the important mission of Catholic Education.”

St. James School 2010 goal is to raise (YOUR SCHOOL’S FINANCIAL GOAL) and the proceeds will be used to (FILL IN SCHOOL NEED).

Individuals of all ages wishing to support St. James School are encouraged to participate. For more information regarding the Walkathon, and how to participate, contact (YOUR SCHOOL’S WALKATHON COORDINATOR’S NAME AND PHONE NUMBER).

Feel free to make it your own and customize!



Walkathon for Catholic Schools

Walkathon Tips and Reminders

Mark your calendar!

- Sunday, October 17, 2010 - Rain or Shine
 - Registration begins at 12:00 noon
 - Walkathon begins at 1:00 p.m.
- All participants must complete and sign a waiver (available from the school office.)
- All Walkathon routes will be open from 1 to 3:30 pm
- Please ensure you check in at the Registration Table on Walkathon Day.
- For safety reasons, no wheels are allowed. No bicycles, roller blades, skates or skateboards. Only strollers pushed by adults are permitted.
- Due to allergies, please leave pets home.

Please join us after the Walkathon for a school-wide celebration!

Families are encouraged to bring a picnic lunch to enjoy after the Walkathon.

Our special thanks to...

Our hosts: The Catholic Center, Bridgeport and the Town of Stamford
and
Poland Spring for donating water to this event.

And most importantly...

All of our students thank you for helping make to the 2010 Walkathon for Catholic Schools a huge success for St. James School!

St. James School



Sample Customized Letter to send to distant and local relatives and friends - include return envelope direct to your school.

Dear _____,

Each student at my school has put together a short list of the important people in our lives. I hope that you do not mind that I included you.

I am writing to ask you to sponsor me with a donation of \$25 or more for our 2010 Walkathon for Catholic Schools that will benefit my school, St. James School. The Walkathon will be held on October 17th and my entire school has plans to join me and my family for the day. We have a lot of fun and we enjoy bringing everyone together to celebrate all the things that make Catholic schools like ours, so special.

My school is raising money for (SCHOOL NEED). Your donation will help us reach our goal of (\$x.) (And there are some really cool prizes for top student fundraisers!)

I hope I can count on you for a contribution. You can mail a gift in the return envelope. Please be sure you put my name in the memo area of your check so I will be credited with the gift.

Thank you for your support.

Student signs name

Sponsorship Levels	
<input type="checkbox"/> Platinum Metal Winner	\$1,000
<input type="checkbox"/> Gold Metal Winner	\$500
<input type="checkbox"/> Silver Metal Winner	\$250
<input type="checkbox"/> Jogger	\$100
<input type="checkbox"/> Speed Walker	\$50
<input type="checkbox"/> Walker	\$25

**From the Desk of
Principal
St. James School**

Picture
of
Principal

Thank you for
Sponsoring St. James
School through our 2010
Walkathon on October
17.

Personal note regarding
the mission of the school
and the importance of the
project that you are
hoping to fund.

More info on the
wonderful environment
and or great curriculum
offered by your school.

Thank you again for your
support and believing in
the mission of Catholic
Education.

Sincerely,

Digital Signature of the
principal



2010 Walkathon for Catholic Schools

St. James School Summary Report

Kindly return your report to us by October 30, 2010 so we may distribute Walkathon awards to our top students, classes and schools in a timely fashion.

School Coordinator _____

Coordinator's Phone _____ Email _____

Number of students in your school ? _____

Number of student who participated in the 2010 Walkathon? _____

Number of total participants in the Walkathon (including adults)? _____

Total amount of pledges raised by top classroom \$ _____

Total amount of pledges collected for the whole school \$ _____

Your Top Student Fundraiser for 2010 Walkathon for Catholic Schools:

Name _____

Address _____

City _____ State _____ Zip Code _____

Phone _____ Grade _____ Age _____

Amount Top Student Raised \$ _____

Please share any comments, observations or notes about the 2010 Walkathon event or fundraising results that will assist us in planning future Walkathons.
