

2012 Polar Bear Plunge Team Toolkit



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What is the MSP Polar Bear Plunge?

PlungeFest '12 featuring the MSP Polar Bear Plunge XVI is just around the corner now on January 28, 2012! Experience the Plunge and you'll be exposed to a spectacle like no other! For just \$50 in pledges, Plunge participants take a quick dip in the Chesapeake Bay to raise funds for Special Olympics Maryland, the state's largest year-round organization devoted to sports training and competition for children and adults with intellectual disabilities. Anyone can participate! (under 18 requires parent or guardian signature.) The Plunge is the single largest non-profit fundraiser in MD, turning Sandy Point State Park in Annapolis into THE PLACE TO BE in January. Hosting a crowd of 30,000 participants and spectators in 2011, this is one event you don't want to miss! The event has grown into a "can't-miss" spectacle that includes much more than just the Plunge and 2012 will be no exception.



Teams

What is a Team?

Teams are a group of your friends, family or co-workers who get together to raise money for the plunge and enjoy the benefits of our team program.

Team Rules:

- Teams must have a minimum of 10 members to be eligible for team prizes
- Teams must pre-register; no teams attempting to register day of will be accepted (you will become individual participants)
- **ALL** team members must be pre-registered at www.plungemd.com; no members can be added to the team the day of the event.
- Each team member must raise minimum of \$50
- Participants receive Plunge sweatshirt, plunge photo, and the great feeling of freezing your "fur" off for a truly worthy cause
- There will be a prize awarded to the team that raises the most money in each division. Divisions are as follows:
 - Division 1: 10-19 members
 - Division 2: 20-29 members
 - Division 3: 30-39 members
 - Division 4: 40-99 members
 - Division 5: 100+ members
 - Sponsor Division
- **New Alcohol Policy:** The consumption of alcoholic beverages will be permitted in select PlungeFest areas only for those 21 years of age or older. For Plunge participants and festival-goers, that includes the Ice Lodge tent/ Beer Garden (a fenced, un-tented extension off of the tent), where beer and wine only will be available for sale. Beer and wine will also be available in a secure Sponsor/VIP Area. All other areas of the event (parking lots, beach, etc.) remain alcohol-free. Alcohol-free tailgating is still permitted in the parking lots, and tailgaters must abide by all park policies concerning grills, trash, etc. The MSP Polar Bear Plunge, a featured portion of PlungeFest, remains alcohol-free. No alcoholic beverages will be permitted inside the

Plunge Zone, and the Plunge security team will prevent any participant who appears to be intoxicated from taking the Plunge. This is due to the safety risks involved in mixing too much alcohol with the extreme nature of taking the Plunge. For more details on this policy, go to http://plungemd.org/alcohol_policy.shtml

Why form a Team?

Show your company's community support, hang out with friends and family, and receive community service credits, feel good. Plunging and fundraising is more fun in groups! You can also get great prizes and have a great time with friends and family while supporting a good cause. It feels good to do good, especially in a group!

How Do I Form a Team?

Grab your friends, family, neighbors and colleagues for a fun day in support of the Special Olympics athletes in MD!

Team Registration Steps:

1. Go to: www.plungemd.com
2. Select the "Sign me up!" tab
3. Select "Register for the MSP Polar Bear Plunge"
4. After you read and agree to the terms you can select "Start a Team"
5. Follow the steps in creating your team and registering yourself to plunge
6. Once your team has been created you can send emails through your personal HQ to family, friends and coworkers inviting them to join you in taking the plunge or support you by donating!

*Don't forget to choose a url for your team (ex. www.plungemd.kintera.org/aerotek) so it's easier for people to find your team and donate to it.

How Do I Join a Team?

1. Go online to <http://www.plungemd.com>
2. Select the "Sign me up!" tab
3. Select "Register for the MSP Polar Bear Plunge"
4. After you read and agree to the terms you can select "Join a Team"
5. Find the team name you would like to join from the list and fill in your registration information

Team Captains

What is a Team Captain?

A team captain serves as the liaison between the plunge and the team members. You will help keep your team motivated and excited for the plunge!

The Role of a Team Captain:

- Build a team of at least 10 members.
- Set a fundraising goal for your team.
 - Work with team members to set their individual fundraising goals – ideally about the \$50 minimum required to plunge.
- Provide team members with fundraising tools (provided in this package).
- Coach and motivate your team to success.
 - Generate enthusiasm for the event via email, voicemail, newsletters, etc.
- Team captains organize and delegate team fundraising events.
- Host fundraisers.

- Attend Captain's Rally
- Stay connected with the team by:
 - Sending regular emails to update members of team progress, fundraisers, etc.
 - Phone calls.
 - Meetings.

How to Be a Successful Team Captain:

- Ask people you like and trust to be on your team.
- Have a team kickoff to get things going.
- Select a Co-Captain to help you.
- Organize your team by forming committees:
 - Lay out team fund-raisers on a calendar and discuss responsibilities.
 - Delegate.
 - Trust and support team members.
 - Communicate
 - Have regular team meetings.
 - Phone calls or emails with updates, reminders, schedule, etc.
- Keep your team informed.
- Motivate, excite, and enthuse your team!
- Consider developing a team theme with t-shirts and costumes.
- Have a team captain wrap up party.
 - Review team activities, fund raisers, etc. to find out what worked and what can be improved.
 - Distribute any incentives for your team.
 - You can even have your own team awards!
- HAVE FUN!!!



Fundraising Incentives

- **General**
 - Teams must have a minimum of 10 members to be eligible for team prizes
 - Teams must pre-register at www.plungemd.com; no teams attempting to register day of will be accepted (you will become individual participants)
 - Each team member must raise minimum of \$50
 - Each participant receive the Plunge sweatshirt and the great feeling of freezing your "fur" off for a truly worthy cause in addition to Incentives
- **Top teams per division**
 - Custom Photo gift will be awarded to the Top in each division.
 - Divisions are as follows:
 - Division 1: 10-19 members
 - Division 2: 20-29 members
 - Division 3: 30-39 members
 - Division 4: 40-99 members
 - Division 5: 100+ members
 - Sponsor Division

All-division Award Levels

Frigid Level - \$2,500

Qualifications:

- Teams must raise at least \$2,500

Benefits:

- Recognition in post-event newsletter
- Team Captain will receive:
 - * Plunge Umbrella



Frozen Level - \$5,000

Qualifications:

- Teams must raise at least \$5,000

Benefits:

- Recognition in post-event newsletter
- Team Captain will receive:
 - * Plunge Travel Mug



Frostbitten Level - \$10,000

Qualifications:

- Teams must raise at least \$10,000

Benefits:

- Recognition in post-event newsletter
- Team Captain will receive:
 - * Plunge 1/2 Zip Performance Long Sleeve



***RESERVE A BUS: The team that travels together,
Plunges together!**

Shuttle Bus Parking Space reservations now being accepted
for teams with 25+ members!

☎: plunge@somd.org – Include: Team Name, Captain's name,
Mailing address, Phone number, # of members

Team Fundraising Resources

Spreading the Word

Be a part of bringing the Plunge to the next level. Help promote it by:

- Posting chloroplast signs around your workplace and neighborhood!
- Hang posters, banners, balloons at work, home, or anywhere else you can think of (restaurants, 7-11, hairdresser, etc. – of course get permission first).
 - Special Olympics Maryland will provide customizable plunge posters for your team to display!
- Don't be afraid to cast a wider net to help reach your goals (approaching friends of friends, etc.)
- Ask everyone you know for a donation.
- Remember to follow up.
- Stay organized and track both individual and team progress.

Fundraising Event Ideas

Organize and hold fund raisers to bring in the donations!

- **Guest bartenders/Happy Hours** – ask a local bar if they will sponsor you as a guest bartender or host a happy hour with proceeds going to the **plunge!**
- **Dress Down Days** – have co-workers donate and in turn they can wear jeans to work for a day!
- **Matching Gifts** – check with human resources at your company to see if they have a matching gift program, this is an effective way to double your fundraising efforts!
- **Penny Wars** – Set up a challenge for your work to try to collect the most points (pennies). Points are given for pennies and negative points for silver coins and cash. Others can sabotage by placing money other than pennies in the jars. The worker, office, floor, etc. with the most points wins lunch at the losers expense. All money in the jars is donated for the Plunge. *Great for schools!
- **Meet the Press:** Contact the editor of your local paper, company newsletter – or both! Ask them to interview you about what your team has undertaken and why, and include a request for support. Be sure to include instructions in the story how readers can make a donation to your team.
- **Set up a Table at a Local “Hot Spot”:** Get permission from a local health club, yoga studio or coffee shop (public property may require a permit) to set up a table inside their establishment, and then ask interested patrons who pass by to support your team. While this doesn't sound very glamorous, it's very effective. Remember that in addition to raising funds, you are also playing an important role in raising awareness about SOMD.
- **Buy a Bachelor** – get all of your good looking single friends together, plan a date package for them, and auction them onstage to raise money for the plunge!
- **Company Contribution** – Solicit a specific donation from your organization above and beyond that raised by your team, apply the credit evenly to all team members.
- **Pizza Party** - This is a twist on the usual fundraiser dinner. Decide if you would like to make this a pizza buffet, set a limit on the number of slices per person, or actually sell the pizza “by the slice.”
- **Computer Message** – ask your company computer guru to have a message pop up on employee's screens asking for a donation. It won't go away until they give. Or if your company sends out a weekly or monthly newsletter ask if you can put an ad in it for a donation to your team.

- **Auction (silent or live)** – hold the event at your business, in your neighborhood, or church. Ask for contributions of unique items such as homemade toys, art, quilts, knitting, etc. Display items prior to event with description.
- **Bake Sale** – hold a Friday bake sale at work so employees will have treats for the weekend. Make sure to individually wrap items for individual sale.
- **Restaurant to the Rescue** – ask a local restaurant or café to contribute a portion of the proceeds for a day. It could even be a special menu item. Create a sign letting patrons know that the owner will donate half the money if purchased.
- **Bottle Drives (Recycle)** – each team member runs a bottle drive in their area. Go door-to-door and collect bottles from neighbors and friends.
- **Pennies from Heaven** – did you know that one milk jug full of pennies weighs 35 lbs? And did you know that 30 lbs of pennies is equal to \$50? Collect pennies – sit out jars, ask neighbors, etc.
- **Bowl-A-Thon** – bowlers get pledges for each pin they knock down, or you can just get a flat donation.

Giveaways

Giveaways are a great way to bring in more people to pledge. Give these away as incentive for donating or as an advertisement!

- Special Olympics Maryland will provide your team with Polar Bear Plunge bumper stickers to give away to donors.
- Purchase t-shirts as give-a-ways that have the Plunge logo and your team name on them! Give a t-shirt to everyone who donates \$100 or more.

- Contact Marcy at MD Screen printers to print your custom team shirts.

☎:: 410. 633-3333, ext. 104.

✉:: mvan@mdscreen.com

Letter Campaign

This is one way to raise a lot of money in a short amount of time! Set aside about four hours one day and you can have it all done. Write personal letters to your family, friends, and coworkers and let them know you are plunging. You can also send out an email.

- **Make it easy for people to donate;** consider including a self-addressed envelope (stamped or not) in the envelope when you mail a letter.
- **Feel free to compose a one page letter** you write on your own as if you were sending it individually to a close friend. Use a computer. Copy it twice. Adjust one copy to be sent via email; the other for regular mail.
- **Both versions of the letter should begin with a quick apology for the impersonal nature.** Include a preface that as a friend, you thought they would be interested in this important cause.
- **Sent it to everyone who has ever sent you something!** For emails, blind copy (bcc) them all. They don't need to know who else is receiving your note; this can result in more than 100 emails.
- **Early on, make the ask.** Don't limit your donors, but ask for a specific range. Ask for "\$10, \$20, \$50 or whatever your budget will allow."
- **Give a 10 day deadline for response.** People will respond when there is a sense of urgency.
- **Copy the letters and before stuffing into the envelope,** handwrite in colored ink, on the top of the letter the person's name and a quick line, "Hope you can support me." Sign it to add that personal touch.
- **Feel free to use our sample letter/email on the following pages.** Remember to share sample letter/email with team members to get them started.

SAMPLE DONATION REQUEST LETTER/EMAIL



Dear [Insert Name]:

I am writing to ask for your help. On January 28, 2012, I have committed to grin and “bear” it for the athletes of Special Olympics Maryland by taking a chilly dip into the Chesapeake Bay alongside about 10,000 other warm-hearted people.

I know – you’re probably getting cold just thinking about it! But the cold that I will feel is temporary...the positive impact this will have on the lives of thousands of citizens with intellectual disabilities will last a lifetime.

I have set a personal fundraising goal of \$[insert amount], and I need your help to reach it! So no, I’m not asking you to take the Plunge alongside, but instead, I am asking if you will make a donation to Special Olympics Maryland on behalf of me taking the 2012 MSP Plunge. Any amount would be appreciated – it all goes to a wonderful cause, and every little bit gets me that much closer to my goal.

In order to support my Plunge, please visit {insert KINTERA TEAM PAGE URL } or make a check payable to “SOMD” and return it to me in the envelope I have provided, or you can mail it directly to their office at SOMD / 3701 Commerce Drive, Suite 103 / Baltimore, MD 21227. If you do it this way, please be sure to include my name in the memo area so that the staff will know where to credit the contribution.

You may also visit www.plungemd.com and click “Sponsor a Plunger.” Type in my name, which will take you to my personal fundraising page, and give you the option of making a donation online via credit or debit card.

If you want to learn more about this wacky winter event, visit www.plungemd.com to find out all the chilly details. Think warm thoughts for me as January 28th approaches. Can you believe how much WARMTH can come our out so much COLD?

Thank you!!!
[Plunger Name]



513 Progress Drive / Suite P / Linthicum, MD 21090-2256
Ph: 410-789-6677 / 800-541-7544 (in MD) / Fx: 410-789-5955
www.somd.org



Created by the
Joseph P. Kennedy, Jr. Foundation
Authorized and accredited by
Special Olympics Inc.
for the benefit of persons
with intellectual disabilities

Special Olympics Maryland Fact Sheet

WHO WE ARE: Special Olympics Maryland is a statewide year-round sports program for Maryland's children and adults with intellectual disabilities and/or closely related developmental disabilities. We currently offer over 25 sports at a state level. There are currently 10,000 athletes age eight and above participating in SOMD programs.

OUR HISTORY: The concept for Special Olympics was born in the early 1960s when Eunice Kennedy Shriver started a day camp for people with intellectual disabilities at her home in Rockville, Maryland. The first International Special Olympics Games were held in 1968 at Soldier's Field, Chicago with 1,000 athletes participating from 26 states and Canada.

HOW WE'VE GROWN: Mrs. Shriver's vision of an international sports organization for people with intellectual disabilities, one that would bring the joy and pride developed through sports competition to those the world believed could not learn or play sports, has grown into one of the largest and most successful sports and volunteer organizations in the world. Special Olympics programs are in every state and in over 160 countries worldwide, serving more than one-million athletes.

WHO IS ELIGIBLE: Throughout Maryland, there are about 150,000 persons with intellectual disabilities and/or closely related developmental disabilities who can benefit from our sports programs. Eligible athletes are all children and adults, at least eight-years-old, with intellectual disabilities, a cognitive delay, or a closely related developmental disability. Eligible athletes have functional limitations in both general learning and in adaptive skills. This typically includes all individuals with intellectual disabilities, combination deaf-blindness, autism, traumatic head injury, and most individuals with cerebral palsy and specific learning disabilities. Children age six and seven may participate in Special Olympics training, but may not compete.

ALL YEAR LONG...AND IT'S FREE! There are training and competition opportunities every day throughout the year. Our programs are free to all eligible athletes and are possible thanks to the generous support from individuals and businesses who believe in Special Olympics athletes. Financial support comes almost exclusively from individuals, organizations, corporations, and foundations. The average cost of supporting one athlete, for one sport is \$500.00 and many of our athletes choose to participate in multiple sports.

Be a fan.

Be a fan of sports and of competition and winning, of courage and determination, of dignity and strength and grace under pressure, of empowerment and of victory, of acceptance and tolerance, of inclusion, of unity and togetherness, of fun and joy, of courtesy and kindness, of inspiration. Be a fan of possibilities.

PLEASE SUPPORT ME AS I TAKE THE PLUNGE!



**16TH ANNUAL MSP
POLAR BEAR PLUNGE**

Get in on the fun at:
www.plungemd.com

Click on the "Sponsor Plunger" button and search for my name. Your donation is helping to make a difference in the lives of the 10,000 Special Olympics Maryland athletes whom benefit from this crazy event!

Thanks, _____
(Plunger Name)

PLEASE SUPPORT ME AS I TAKE THE PLUNGE!



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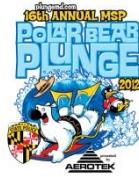
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Thanks, _____
(Plunger Name)

YOU PLEDGE, AND I'LL PLUNGE!

Help me reach my goal!

My goal is to raise at least \$_____ for the athletes of Special Olympics Maryland and I need your help. Consider making a donation or joining me in taking a chilly dip into the icy cold water of the Chesapeake Bay this January! You can do either by visiting this website and clicking "Sponsor Plunger" and searching for my name or clicking "Register" to start your own fundraising.

www.plungemd.com
410-242-1515

YOU PLEDGE, AND I'LL PLUNGE!

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www.plungemd.com
410-242-1515

Maryland State Police Polar Bear Plunge Donor Receipts

(Please print out and cut up the receipts to give to people who sponsor your plunge)

MSP Polar Bear Plunge Donor Receipt

Name: _____
Address: _____

Amount: \$ _____ Date: _____
Plunger Name: _____

Paid by: Cash Check

Thank you for your donation.
Special Olympics Maryland is a 501(c)(3) nonprofit organization.
Your donation is tax deductible to the extent allowed by law.

MSP Polar Bear Plunge Donor Receipt

Name: _____
Address: _____

Amount: \$ _____ Date: _____
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HOW TO RAISE \$500 IN 10 DAYS

REMEMBER: A TEAM OF 10 PEOPLE RAISING \$500 EACH WOULD MAKE A TEAM TOTAL OF \$5000!!!!

	Who to Ask	Total Per Day	Grand Total
Day 1	Sponsor yourself for \$25	\$25	\$25
Day 2	Ask 3 family members to each match your personal donation of \$25	\$75	\$100
Day 3	Ask your best friend to sponsor you for \$25	\$25	\$125
Day 4	Ask your boss for a company contribution of \$25 or to match the entire amount you raise.	\$25	\$150
Day 5	Ask 5 local friends to sponsor you for \$10 each	\$50	\$200
Day 6	Ask 5 out of town friends to sponsor you for \$10 each (see enclosed sample letter)	\$50	\$250
Day 7	Ask 5 businesses your frequent (barber, salon, dry cleaner, dentist, lunchtime restaurant) to sponsor you for \$10 each	\$50	\$300
Day 8	Ask 5 co-workers to sponsor you for \$10 each	\$50	\$350
Day 9	Ask 5 neighbors to sponsor you for \$10 each	\$50	\$400
Day 10	Ask 10 people from your church/temple/social club etc. to sponsor you for \$10 each	\$100	\$500

Other Fundraising Ideas and Hints:

- #1 Most Successful Idea:** Mail a fundraising letter to your friends, family and neighbors with a self-addressed stamped envelope. See our sample letter.
- #2: Add the Plunge Logo to your email signature.** Be sure to also include the link to you fundraising page to encourage everyone to visit and donate!
- #3: Form a team at work or with friends.** Select a captain, choose a team theme- like “Super Plungers” and dress up like Super hero’s, wear matching shirts or hats and make a statement!
- #4: Double your fun:** Challenge a friend or colleague to Plunge!
- #5: Ask your supporters about matching funds from their employers**
- #6: Always follow up,** via phone and/or email. People will appreciate the reminder.
- #7: Send thank you letters to all Sponsors** (and include a crazy picture, so they remember you next year!)



PLEDGE FORM

16th ANNIVERSARY MSP POLAR BEAR PLUNGE January 28th, 2012 • Sandy Point State Park • Annapolis, MD

To register day-of, simply bring this pledge sheet to the event
To pre-register, visit www.plungemd.com or call 410-242-1515 x503 or
1-800-541-7544 x503 (MD Only) Feel free to copy this form to add additional donors

Title: _____ First: _____ Last: _____
Address: _____
City: _____ State: _____ Zip: _____
Email: _____ Phone: _____ DOB: / /

Sweatshirt Size (circle one): S M L XL XXL XXXL (Size ONLY guaranteed with pre-registration)

TOTAL RAISED: \$ _____

DONOR' NAME AMOUNT	ADDRESS	PHONE
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13.		

WAIVER AND RELEASE: In consideration of participating in the Special Olympics Maryland 16th Annual MSP Polar Bear Plunge, I represent that I understand the nature of the Polar Bear Plunge events and that I and/or my minor child am qualified, in good health, and in proper physical condition to participate in such Activity. I acknowledge that if I and/or my minor child believe event conditions are unsafe, I and/or my minor child will immediately discontinue participation in the Activity. I fully understand that Polar Bear Plunge events involve risks of serious bodily injury, including permanent disability, paralysis and death, which may be caused by my own actions, or inactions, those of others participating in the event, the conditions in which the event takes place, or the negligence of the "releasees" named below; and that there may be other risks either not known to me or not readily foreseeable at this time; and I fully accept and assume all such risks and all responsibility for losses, costs, and damages I and/or my minor child incur as a result of my and/or my minor child's participation in the Activity. I hereby release, discharge, and covenant not to sue Special Olympics, Inc., Special Olympics Maryland, its respective administrators, directors, agents, officers, volunteers, and employees, other participants, any sponsors, advertisers, and, if applicable, owners and lessors of premises on which the Activity takes place, (each considered one of the "RELEASEES" herein) from all liability, claims, demands, losses, or damages on my account caused or alleged to be caused in whole or in part by the negligence of the "releasees" or otherwise, including negligent rescue operations; and I further agree that if, despite this release, waiver of liability, and assumption of risk I, or anyone on my and/or my minor child's behalf, makes a claim against any of the Releasees, I will indemnify, save, and hold harmless each of the releasees from any loss, liability, damage, or cost which any may incur as the result of such claim. I have read this RELEASE AND WAIVER OF LIABILITY, ASSUMPTION OF RISK, AND INDEMNITY AGREEMENT, AND PARENTAL CONSENT AGREEMENT, understand that I have given up substantial rights by signing it and have signed it freely and without any inducement or assurance of any nature and intend it be a complete and unconditional release of all liability to the greatest extent allowed by law and agree that if any portion of this agreement is held to be invalid the balance, notwithstanding, shall continue in full force and effect.

Participant Signature/ or Parent Guardian Signature (if under the age of 18)

Date

Plunge Team Captain Timeline

Time of Registration -- October	<ul style="list-style-type: none"> <input type="checkbox"/> Register you team & set Team Goal <input type="checkbox"/> Build Team & Personal Web Page <input type="checkbox"/> Recruit Team Members <input type="checkbox"/> Find out about Company Matching Gifts <input type="checkbox"/> Add PlungeMD as a friend on Facebook
October – December	<ul style="list-style-type: none"> <input type="checkbox"/> Hold a Team kick-off Party <input type="checkbox"/> Continue recruiting team members <input type="checkbox"/> Let your team know about deadlines to receive incentives <input type="checkbox"/> Email your team with Upcoming Plunge Events <input type="checkbox"/> Email jisphording@somd.org to get a custom poster <input type="checkbox"/> Collect donations!
December	<ul style="list-style-type: none"> <input type="checkbox"/> Host a team fundraiser (see fundraiser ideas) <input type="checkbox"/> Email your team with weekly incentives and updates <input type="checkbox"/> Recruit team members! <input type="checkbox"/> Be sure your team members are registered online <input type="checkbox"/> Forward weekly Plunge E-newsletter
January	<ul style="list-style-type: none"> <input type="checkbox"/> Check www.plungemd.com regularly <input type="checkbox"/> Find a bus company and reserve a bus (if applicable) <input type="checkbox"/> Email plunge@somd.org by 1/14 to reserve bus parking spot <input type="checkbox"/> Order t-shirts, banners or flags to promote team on beach <input type="checkbox"/> Recruit, recruit, recruit!
2 Weeks Prior to Plunge	<ul style="list-style-type: none"> <input type="checkbox"/> Attend Pre-Plunge Team Captain Party
1 Week Prior to Plunge	<ul style="list-style-type: none"> <input type="checkbox"/> Attend Pre-Packet Pick-Up at SOMD <input type="checkbox"/> Check www.plungemd.com for news and updates <input type="checkbox"/> Let your team know when and where to meet Plunge day
Plunge Day!	<ul style="list-style-type: none"> <input type="checkbox"/> Meet your team at designated location <input type="checkbox"/> Register and turn in additional donations <input type="checkbox"/> Take a team picture <input type="checkbox"/> Enjoy the day and celebrate the difference you have made in the lives of over 10,000 Special Olympics Maryland athletes!
Post Plunge	<ul style="list-style-type: none"> <input type="checkbox"/> Collect and turn in additional donations <input type="checkbox"/> Congratulate and thank team members for their hard work <input type="checkbox"/> Send donor thank you letter/email and picture <input type="checkbox"/> Host thank you wrap-up party and recognize top members <input type="checkbox"/> Visit www.plungemd.com for Top Team Roster <input type="checkbox"/> Check mail for Tam Incentive Awards (if applicable) <input type="checkbox"/> Start planning for next year!

Plunge Day Checklist:

- Tent(s) for your gathering area.
- Folding chairs and tables.
- Grill, food and drinks.
- Tent decorations or banners to show your team spirit!
- Costumes if you wish.
- Extra clothing to keep warm.
- A plastic bag for wet clothes.
- A backpack to hold street clothes and your new sweatshirt!
- Two medium size towels; one to dry with and one to stand on.
- A dry partner to hold your valuables while you are in the water.
- River shoes for going into the water, the sand is very cold on bare feet.
- Clean, dry under garments to wear after Plunging.
- A disposable, waterproof camera that you can carry into the Plunge Zone with you...even if your ‘handlers’ can’t get a close-up of you in the water, feel free to ask a fellow Plunger to capture your big moment on film.

CONTACT THE PLUNGE TEAM CONCIERGE IF YOU HAVE QUESTIONS OR NEED HELP WITH YOUR FUNDRAISING

Jackie Isphording

Director of Marketing and Sponsorship Services

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✉:: 3701 Commerce Drive, Suite 103 | Baltimore, MD 21227