



**Oncology Nursing  
Society**

# Fundraiser Toolkit

Supporting the Oncology Nursing Foundation

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Links to Additional Resources

- [Oncology Nursing Foundation Website](#)
- [Online Donation Form](#)
- [Paper Donation Form](#)



## Success Metric: Hosting a Fundraiser

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This toolkit provides information on the *Foundation Fundraiser* success metric. **To complete this success metric, your chapter must host a fundraiser for the Oncology Nursing Foundation (ONF).**

## What Is the Oncology Nursing Foundation?

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ONF is the charitable partner organization of ONS. The mission of ONF is to support cancer nursing excellence. ONF is a national public, nonprofit, tax-exempt, charitable organization headquartered in Pittsburgh, PA, and dedicated to oncology nurses from around the world.

ONF has invested over \$33 million since 1981 to support oncology nurses through scholarships, research grants, leadership programs, and more. For the past 44 years, ONS Chapters have served a vital role in sustaining the mission in various ways.

In partnership with ONF staff and board members, we can work with your chapter to customize a fundraising approach that works best for you and your members, whether it's a single campaign or a yearlong effort. This toolkit shares ways to engage with fundraising. Find sample language and outreach to support these opportunities, beginning on page 4.

## Step 1. Notifying ONF

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Please note that the chapter is required to notify ONF via email prior to implementing your fundraiser. **Notifications can be sent to [info@onfgivesback.org](mailto:info@onfgivesback.org).** This alerts ONF to expect your donation and to make sure they record and credit the chapter appropriately.

## Step 2. Selecting a Fundraiser

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### In-Person Events

Bring your chapter together for a mission-driven event, whether it's a fun run, trivia night, silent auction, or creative social gathering. Fundraising events can be held in-person or virtually and are a great way to connect members, raise awareness, and generate support for ONF. Consider incorporating a short mission moment or inviting a local ONF scholarship or grant recipient to



speak. ONF can provide promotional language, sample agendas, and donor materials to help make your event a success.

Events can take a variety of forms, such as the following suggestions:

- **Trivia night:** Trivia nights at a local restaurant can be a popular activity to promote member engagement, while also fundraising for ONF. Charge a small entry fee for teams or individuals to participate and consider including additional fundraising activities, like a raffle or silent auction. Collaborate with local trivia companies, who can generally provide the host and trivia content for a portion of the earnings.
- **Happy hour with a raffle:** Happy hour events combined with a raffle can be a fun and engaging way to support ONF while promoting member engagement and networking. Host your happy hour at a local venue. The chapter can charge a small entrance fee for attendees or organized a raffle with prizes (if allowed in your state) such as gift cards, themed gift baskets, or donated goods from local businesses . Sell raffle tickets onsite or online ahead of the event to maximize participation.
- **Fitness challenge (steps, yoga, walk-a-thon):** Begin by selecting a format that resonates with your chapter, such as a step challenge, yoga class, or cycling event. Encourage members to sign up individually or as teams, creating a sense of camaraderie and friendly competition. Participants can seek sponsorships from friends, family, and colleagues, pledging donations based on their performance or participation. Collaborate with local gyms, fitness trainers, or community organizations to provide venue options.
- **Art night or DIY workshop:** Begin by partnering with a local art studio, an independent artist, or a community center to secure a venue and art supplies, such as canvases, paint, brushes, or other crafting materials. Charge a participation fee that includes supplies and a donation to ONF and consider additional fundraising elements such as a raffle for artwork or themed baskets.
- **Round-up campaign with local business:** Partner with a local business, such as a café, restaurant, or retail shop, to host a round-up campaign fundraiser for ONF. Encourage customers to round up their purchase totals to the nearest dollar, with the difference donated directly to the Foundation. This initiative is simple to implement and allows patrons to make small but impactful contributions effortlessly. Collaborate with the business to promote the campaign through in-store signage, social media, and newsletters, ensuring maximum visibility and participation. Consider timing the campaign around key dates, like Oncology Nursing Month, for added significance.

## Facebook Fundraiser

Launch a digital giving campaign in minutes by setting up a Facebook Fundraiser to benefit ONF. It's an easy, no-cost way to reach a wide audience—both within and beyond your chapter. The chapter or individual members can create fundraisers and time them around key moments like Oncology Nursing Month, Giving Tuesday, or in memory of a colleague. Use the template below to create a Facebook Fundraiser from your chapter page or encourage individual members to share on their personal accounts.

We're proud to support the Oncology Nursing Foundation and the incredible impact they make through scholarships, research, and leadership programs for oncology nurses. Help [Chapter Name] reach our goal by making a gift today! Every dollar supports the future of oncology nursing.

Donate today! *[Include current donation link]*

#SupportOncologyNurses #ONF #ChapterGiving

## Mite Box Campaign

Engage your chapter in grassroots giving efforts by collecting spare change or encouraging small contributions over a defined period of time, such as Nursing Month or leading up to Giving Tuesday. Mite boxes can be distributed to members, placed in high-traffic areas, or integrated into chapter meetings. Consider encouraging attendees to make a gift in lieu of a registration fee at a special meeting or celebration. It's a low-barrier, high-impact way for members to give back collectively. ONF provides customizable box templates and donor tracking forms so all gifts can be acknowledged and recognized appropriately. Use the following steps to conduct the mite box campaign:

1. **Decide the duration:** Suggested timelines include Oncology Nursing Month or the weeks leading to Giving Tuesday.
2. **Distribute boxes:** Use small containers (physical or virtual) to collect spare change or small bills. The chapter could even have ONF create a specific QR code for "virtual" donations.
3. **Encourage participation:** Remind members at meetings or via email. Offer a small prize for the most collected or run it as a team competition.

4. **Collect and tally:** Submit collected funds to ONF using a check or online donation, noting that it is from your chapter's Mite Box campaign.

ONF can provide printable templates for labeling your boxes or tracking contributions. Reach out to [info@onfgivesback.org](mailto:info@onfgivesback.org) to request the latest version.

## Email Campaign

Mobilize your chapter to reach out directly to your networks through a targeted email campaign. Whether sent to colleagues, local partners, or friends in the community, personalized appeals can raise awareness and invite donations to support oncology nursing. Members can share their own stories about how ONF has affected their careers or highlight broader statistics and success stories. The toolkit includes customizable templates for different audiences, including healthcare professionals and institutional donors, to help you get started.

**Subject:** Support the Future of Oncology Nursing

Dear [Chapter] members,

[Chapter Name] is partnering with the Oncology Nursing Foundation to support scholarships, research, and leadership programs that empower oncology nurses across the country. We're asking our members and community to join us in giving back. Whether it's \$5 or \$50, every gift makes a difference.

*[Always better to insert some specific information or stats to answer: How has ONF helped support your chapter, your members, or why the chapter itself personally donates and gives back. Make this a personal request.]*

Make your donation today here.

Thank you for being part of a community that believes in the power of nurses! [Option to share a personal goal for the chapter to reach: "Our goal is to raise \$5,000 this month to support ONF and directly help more [Chapter Name] members attend ONS Congress with the ONF Scholarship support."]

Thank you,  
[Chapter Name] Board

## Fundraiser Checklist

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- ☐ Choose a theme or format.
- ☐ Notify ONF.
- ☐ Confirm venue or virtual platform.
- ☐ Set a fundraising goal.
- ☐ Invite ONF speaker or share a mission moment.
- ☐ Promote across email and social media.
- ☐ Collect and track donations.
- ☐ Send thank-you messages or recognition.

## Making Donations

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### Online Donation Form

The quickest and easiest way to submit your donation is using ONF's online donation form, which can be found below. Please ensure that you check the box "This gift is on behalf of an ONS Chapter or organization," and enter your full chapter name (no abbreviations) in order to receive credit for your donation.

[Online Donation Form](#)

### Mailing Your Donation

To mail your donation by check, please download the paper form below. Please be sure to enter your full chapter name (no abbreviations) in order to receive credit for your donation.

[Download Paper Donation Form](#)

## How Donations Are Used

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ONF supports three pillars of oncology nursing—education, leadership, and research. Chapter donations go directly to supporting your oncology nursing peers in pursuit of their academic and career goals.

ONF funds academic scholarships, leadership awards, career development awards, research grants, and conference scholarships. To learn more about ONF's offerings, please visit [www.onfgivesback.org](http://www.onfgivesback.org).

If the chapter or individual members are interested in applying for funding from ONF, [view open funding opportunities here](#).

## Chapter Donation Guidelines

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As a reminder, chapters are categorized by the Internal Revenue Service (IRS) as 501(c)(6) nonprofit organizations. As such, chapters must abide by all IRS policies, including acceptable spending of chapter funds. Per the IRS, chapters are only able to spend funds on mission-related activities. This means hosting member events, supporting scholarships, and other activities that directly promote oncology nursing as a career.

Because the ONF's sole purpose is supporting oncology nursing, this donation qualifies as an acceptable expenditure. **Please note that per IRS policies, donations to other nonprofits that are not related directly to oncology nursing are not permissible**, including donations to disaster relief or patient support. Chapters are able to donate their time, raise funds, or collect resources on behalf of other organizations, but chapter funds should never be donated to these outside causes. Doing so can jeopardize your chapter's nonprofit status.

If you have any questions about acceptable use of funds or how to help outside organizations, please contact [chapters@ons.org](mailto:chapters@ons.org).



## Metric Completion Checklist

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To consider this metric completed, your chapter must have hosted a fundraiser for ONF. To confirm completion of this metric, please complete the following checklist.

- ☐ Contact ONF in advance to inform them of your fundraising activity.
- ☐ Host your fundraiser.
- ☐ Submit funds raised to ONF.
- ☐ Report donation date and amount and confirm completion of this metric on your next [Quarterly Report](#).