



RUNNING OF THE BEDS COMMITTEE

Overview

Running of the Beds will be a festival-like event open to the public that brings attention to Flourish's need for beds and will also create a visually stimulating way for the community to tie what we do with our name. The main event will be a bed race in which teams create their own bed on wheels and race for prizes. There will also be food trucks on site, smaller bed-related games, a partner agency booth fair, and live music/entertainment.

The Running of the Beds Committee will meet monthly from November 2023 – March 2024 in preparation for Flourish Furniture Bank's first signature event, Running of the Beds. Running of the Beds will take place at Grandview First Baptist Church on Saturday, March 30th, 2024.

Subcommittee Descriptions

Community Partner Team

This team will coordinate the partner agency booth area and oversee communications with participating agencies, including the sharing of marketing materials to promote to their specific audiences. They will work with staff to coordinate with other community partners for activities at the event, including a donation drive with ReUseFull.

Entertainment Team

This team will work with staff to develop an entertainment schedule for the day of the event, including recruiting an MC and reaching out to leads to engage and confirm participation. This team will be responsible for sharing all logistical information with entertainers and would be their liaison on the day of the event. They will coordinate pillow fights and work with In-Event Fundraising Chairperson to organize ticketing/in-kind donations for pay-to-play games.

Environmental Cleanup Team

This team will ensure the space stays clean, overseeing trash pickup and coordinating drop-off and pickup of port-a-potty. Their goal will be to ensure the area is returned to its original condition with a team of volunteers, prioritizing recycling any materials that we can, and coordinating with environmental groups at local high schools and Boyscout/Girl scout groups to help with clean up after the event.

Food and Beverage Team

This team will line-up donut and coffee donations for the morning of the race. They will reach out to local food trucks from a list provided by staff and coordinate with the city of Grandview to block parking spaces for the trucks during the event.

In-Event Fundraising Team

This team will plan and implement fundraising activities during the day of the event in coordination with the Development Specialist, including raffle baskets, pay-to-play games/activities, donation opportunities, or other forms. They will work together to develop processes for donations through different payment methods at the event.

Legal Team

This team will ensure legality of waivers, safety rules, and event procedures

Marketing and Media Team

This team will contact a list of media outlets to arrange press coverage during and leading up to the event. They will work with Development Specialist to share social media content to Facebook groups. They will also work with Community Partner Team to ensure participating partner agencies promote the event.

Parking Logistics Team

This team will make a plan for parking including coordinating with the sponsorship chairperson to fulfill premium parking perks for sponsors. They will pull together a team of individuals who can direct traffic in partnership with the volunteer chair. They will ensure we have all supplies needed including orange vests and cones. They will also work with the Development Specialist to create custom parking signage. Coordinate donation drive in parking lot space with partner ReUseFull.

Race Logistics Team

This team will work with staff to develop all rules for the race itself and design the course for the race. They will support the logistics of the event by being on-site the day of the event to manage the race portion of the event including timing of each team, getting teams in place at the right time, ensuring safety, and coordinating awards. Staff will acquire the awards for this event with input from the Race Logistics Chairperson. This team will work with Welcome Team to coordinate the racer line-up.

Sponsorship Team

This team will contact leads from staff, committee and other volunteers and negotiate sponsorships. Staff will provide a list of leads based on current relationships and research. Staff will design a sponsorship packet to share with leads. The team will also coordinate with staff to ensure that all perks offered to sponsors are provided. On the day of the event, this team will be the liaison for any sponsors that are on-site.

Technology Team

This team will set up speakers, microphones, and staging area for the entertainment and presentations.

Volunteer Team

This team will work with the Director of Volunteer Programs to ensure appropriate levels of volunteer support for each need leading up to the event. They will reach out to local groups such as Chamber of Commerce, City of Grandview, First Baptist Church of Grandview, and local schools to bring in new volunteers for this event. The team will also coordinate volunteer activities the day of the event with the Director of Volunteer Programs.

Welcome Team

This team will handle registration table, check people in, provide information throughout the event, direct individuals to other staff and volunteers and set up a process in conjunction with Development Specialist for registration and packet pick-up.