



LS&LD Silent Auction Guide

What is the LS&LD Silent Auction?

An online silent auction that's held during Leadership Summit & Lobby Day. The auction is a collection of items donated by volunteers and staff.

How does the auction work?

The auction will be held online from Wednesday, September 11th to Monday, September 16th.

Auction items will be shipped directly to the winner from the staff person or volunteer who submitted the item. A pre-paid shipping label will be provided for shipping the items. We are asking staff to be responsible for auction items; if a volunteer wants to donate/solicit items, a staff person should assume responsibility for communicating with Molly Waite and coordinating shipping the items to the winners.

Participation in the silent auction is completely optional, but whatever money is raised at the auction will be credited to whichever state submitted the auction item. The amounts each state raised will be counted toward their volunteer fundraising goal and will show up on the weekly report after the auction closes.

What are the dates of the Silent Auction?

Wednesday, September 11th to Monday, September 16th.

How do you submit an item?

An auction item form must be filled out for every donation and sent to Molly Waite along with an image. You must include a minimum bid for your item.

Where do you get an auction item form?

On the Income Development SharePoint website in the Silent Auction folder.

<https://americancancer.sharepoint.com/sites/ACSCAN-AllianceDevelopment>

What is the deadline to submit an item?

Wednesday, August 28th. Item details including a starting bid (minimum bid) amount and image MUST be submitted to Molly Waite to be included in the auction.

Where is the auction going to be held?

Online at <http://www.fightcancer.org/2024auction>

Who can bid on items at the auction?

Anyone with the link can bid on items. This is not restricted to only people who are attending LS&LD.

Are there ideas for types of items to submit?

Yes! Fan favorites are the state-specific boxes that are tidy and small. No actual basket needed. Items that are loved for baskets include,

- 1 or 2 books on the state/something specific to visit/a novel set there
- 2 or 3 food items specific to the state (candy, sauces, mixes, snack foods)
- Something crafted there or by a volunteer/team member who lives there.

Other items bidders love are mystery boxes of books, local packs of coffee, quilts, games, ACS CAN branded items, holiday items/decor and food local to a state. (think Vermont maple syrup.)

Are there any restrictions on items that can be submitted?

- No alcohol allowed
- No raffle items are allowed

When do winners receive the items?

A pre-paid shipping label will be sent to the person who submitted the item within one week of the auction closing. If you have a volunteer who submitted an item we need your help encouraging them to send the item to the winner ASAP. We want all items to be shipped within 2 weeks of the auction closing.

Are winners notified they won an item?

Yes, we send an email and a text notification to all the winners.

Can you promote the auction in your state?

Yes, the auction can be promoted to anyone regardless of LS&LD attendance.

Can the items be counted as an in-kind donation?

Yes, donations to the auction can be submitted for an in-kind donation.

You will be responsible for entering the in-kind information into Salesforce. [Please go here to view instructions.](#)

Have more questions?

Email Molly Waite at molly.waite@cancer.org