



Virtual Pop-up Giving Circle Facilitation Guide for Host

A 90 Minute Giving Circle Experience

We are continuing to update this guide.



Welcome!

We are so glad that you are facilitating a virtual pop-up giving circle! Pop-up giving circles give participants a chance to explore their values, learn about giving, and make meaningful contributions with others. They're also an opportunity to get a taste of what a giving circle experience can be. This guide will help you address some of the unique opportunities and challenges of doing this work virtually.

During this session, participants will have an opportunity to reflect on their individual and group philanthropic values, learn about interesting organizations and make a collective gift! A pop-up is a great tool for learning about specific issue areas, honoring an individual or a life cycle event, enriching a holiday experience, and much more.

In this guidebook, you will find a suggested script for the event and facilitation notes. We also added a few appendices for additional content.

Feel free to be in touch if you have any questions before the event. We are here to help!

You may already have tons of questions on how to prepare for this event. Take a look at the FAQ's on the next page to help get you started.

Frequently Asked Questions

Who do I invite?

Ask friends, family, co-workers, fellow alumni of a program or university, neighbors... anyone who wants to do some good in the world in an evening of strategic, focused and fun giving.

Where should I host?

You can host a virtual pop-up online using Google Hangout, Zoom, or another virtual meeting software.

How many people can participate?

If you are meeting online, check the capacity of your software. Some video conference software is only free for a certain amount of time, so plan accordingly!

How long is the event?

We suggest that the pop-up last anywhere between 75-90 minutes.

How do I gather money and determine the right amount?

Decide how much people will contribute – give-what-you-can or a set amount (\$18, \$50, \$100, \$180)... whatever works best for your group. You can have people make donations when they register or, have everyone Venmo or PayPal you.

What materials do I need for the event?

You will to provide each participant with the virtual pop-up participant workbook, as well as materials about the organizations you've selected, or at the very least, their websites' URLs. If you can't have break out groups, pick no more than 4 organizations. A chat feature, break out room option, and polling software is ideal but not necessary. And then it is up to you, whatever will help you spice up the event and give it the personal touch that it deserves.

What kind of prep work do I need to do beforehand?

Make sure you know how many people are attending, anticipate last-minute RSVP's, so that you can decide how to divide up the organizations and people accordingly. You can also assign someone the task of making sure everyone has all the materials they need and can act as tech support throughout the event.

What do I do after the program is over?

Send a follow-up email or thank you note to your participants sharing the final grant amount and information about the organization. Consider if you want to continue to learn and engage together, by creating a longer giving circle.



Framing the Pop-up Experience



Suggested Script:

Welcome and Mazal Tov! You are about to join a giving circle.
(For the next few hours, anyway.)

You may be wondering, what is a giving circle? It is when individuals pool their contributions and decide together where and how to give them away. Through this activity, you—and the friends or family or colleagues or neighbors who are gathered with you virtually—will set up and operate your own giving circle. In less than two hours, we will give away a pot of money with thought, intention, information, and strategy. We will learn about new issues and causes, while reflecting on and discussing the values and issues that animate us. For this activity we will be using pre-selected organizations, (rather than finding organizations from scratch), one of many timesavers that will help us run a whole grant process in just a couple hours. Today we're hoping for good conversations about values and motivations, deeper understanding of our opinions and knee-jerk reactions, and passionate pitching for the projects which inspire us.

Note to Facilitator:

Here is where you should share a bit more about why you chose to host a pop-up. Is it to learn about particular organizations addressing an issue area? Is it to honor a person's life cycle, event? Why are you gathering? The more people can understand why they are coming together, the more they will feel inspired by a shared purpose.

Giving Circle Road Map



Suggested Script:

Here is what we are about to do together.

Consider your values, read organizational profiles, whittle down your options, pitch!, vote & make a grant, close & debrief.

1



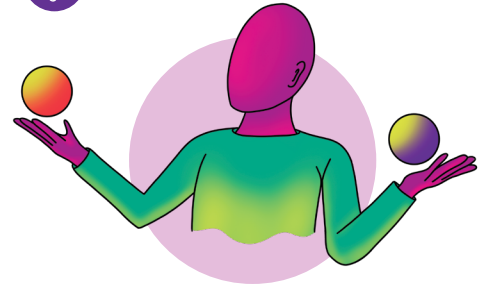
CONSIDER YOUR VALUES

2



READ ORGANIZATIONAL PROFILES

3



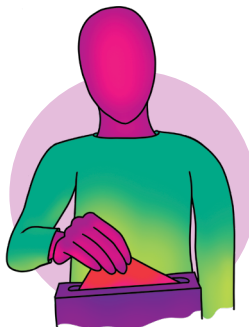
WHITTLE DOWN YOUR OPTIONS

4



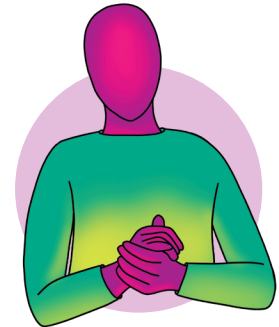
PITCH!

5



VOTE & MAKE A GRANT

6



CLOSE & DEBRIEF

Inspiration For Giving



Suggested Script:

Let's start by getting to know each other and learning about what inspires each one of us to give. Take a look at the page called Inspiration for Giving on page 3. Take a few minutes to read it over and choose one quote that speaks to what inspires you to give. We are each going to go around and share what inspires you about the quote.

That every human being is the image of God is Judaism's most basic moral truth. We need to help all humans to discover this dimension of their own existence in whatever terms they may choose to articulate it.

Rabbi Arthur Green | *American scholar of Jewish mysticism*

It's not rebels that make trouble, but trouble that make rebels.

Ruth Messinger | *Politician and Activist*

If I am not for myself, who will be for me? If I am for myself only, what am I? If not now... when?

Hillel the Elder | *Sage and Scholar*

If, however, there is a needy person among you...do not harden your heart and shut your hand against your needy kinsman. Rather you must open your hand and lend him sufficient for whatever he needs.

Deuteronomy | *15:7-8*

If you look at the science about what is happening on earth and aren't pessimistic, you don't understand data. But if you meet the people who are working to restore this earth and the lives of the poor, and you aren't optimistic, you haven't got a pulse. What I see everywhere in the world are ordinary people willing to confront despair, power, and incalculable odds in order to restore some semblance of grace, justice, and beauty to this world.

Paul Hawken | *American Environmentalist and Entrepreneur*

If you have come here to help me, you are wasting your time. But if you have come because your liberation is bound up with mine, then let us work together.

Lilla Watson | *Indigenous Australian Activist and Academic*

In a free society where terrible wrongs exist, some are guilty but all are responsible.

Abraham Joshua Heschel | *Rabbi and Activist*

There may be times when we are powerless to prevent injustice, but there must never be a time when we fail to protest.

Elie Wiesel | *Writer, Activist, Holocaust Survivor*

Because even though the commandments are placed upon each individual, all Jews are guarantors of one another, and they are all a single body, and it is like a guarantor who repays the debt of his friend.

Ritva | *Commentary on, Rosh Hashanah 29a*

We make a living by what we get, but we make a life by what we give.

Winston Churchill | *Prime Minister of the United Kingdom*

The experience of aliveness must never degenerate into a narcissistic celebration of self- for if it does, it dies. Aliveness is relational and communal, responsive to the reality and needs of other as well as to our own.

Parker Palmer | *Author, Educator and Activist*

Does this mean that we have godliness in us? Are we physical manifestations of God? What does that mean? But one thing we know it means is—if you meet a homeless person on the street and they may smell bad and they may not look like anyone else in your actual physical family right now—but the challenge is to see the image of God in this person.

Jill Jacobs | *Rabbi and Activist*

Note to Facilitator:

For online facilitation: Split up your participants into breakout rooms. If breakout rooms are not an option, you can create a poll for everyone to indicate their quote and have a few people share why or have everyone put their quote and a word or two about why in the chat, calling on or asking a few people to share why they chose their quote.



Why I Give & How I Give



Suggested Script:

Values are the core principles that guide a giving circle. Before we can make a donation, it is important to understand our motivations and methods for giving. Uncovering the “why” and “how” of giving can be just as powerful as the gift itself. Group values also help shape a circle’s identity and culture to help the group make philanthropic decisions. You will now spend the next few minutes reflecting on your individual values and finding common group values. We know that there is an endless list of values that may guide your giving. But since we don’t have all day, we have suggested a few values. They are listed in two parts: “*Why I Give*” and “*How I Give*”.

1. Take a few minutes on your own to read the values on the following pages. On page 5 “*Why I Give*”, select 2 values that resonate most with you individually. On page 6 “*How I Give*”, use the numbers to plot yourself on each spectrum. Give it some thought, but don’t get stuck. Your choices aren’t final; they’ll just jumpstart your discussions. Share your answers for each section in the chat box or in a shared Google Doc.
2. Next, you’ll need to agree on shared values for your small group that will guide your decision making. Have each group member share their choices for both sets of values and look for areas of overlap. Beyond just naming your choices, share why you chose what you did. For “*Why I Give*”, select 2 values that you all agree on. For “*How I Give*”, try to find alignment for your group on one end of each spectrum, so that you end up with 5 guiding values total (2 from the “Why” section and 3 from the “How” section). You may find alignment between your underlying motivations, even if the particular values you choose are different. Remember that you are not wedded to these values beyond this exercise—this is just for today!
3. Finally, write your group’s shared values for each section in a shared Google doc, or in the chat box.

IF YOU HAVE TIME,
STOP AND REFLECT.

- HOW HARD WAS THIS VALUES EXERCISE TO DO? WHY?
- WHAT DID YOU NOTICE ABOUT OTHERS’ CHOICES— AND YOUR OWN?
 - WHAT SURPRISED YOU THE MOST
- ABOUT THE GROUP VALUES CHOSEN TODAY? WHY?
- WHAT WAS THE MOST COMMONLY CHOSEN VALUE?



Note to Facilitator:

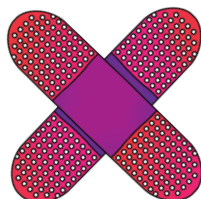
This works best with breakout groups. If breakout groups are not an option, make this a group discussion and ensure that everyone shares their responses. Restate the trends back to the group, including any strong feeling in a different direction. You don’t need everyone to agree or land on the same page.

Jewish Philanthropic Values

Directions:

Select 2 values that speak to you.
Share your answer in a shared google doc or in the chat box.

Why I Give



Tikkun Olam: Repairing the World

I Want To Create A More Just World

We are here to make a difference, to mend the fractures of the world, a day at a time, an act at a time, for as long as it takes to make it a place of justice and compassion where the lonely are not alone, the poor not without help; where the cry of the vulnerable is heeded and those who are wronged are heard.

Rabbi Jonathan Sacks

To Heal a Fractured World: the Ethics of Responsibility



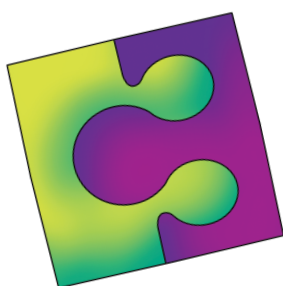
Gemilut Chasadim: Compassion

I Give Because I Care About Others

Compassion is not just feeling with someone, but seeking to change the situation. Frequently people think compassion and love are merely sentimental. No! They are very demanding. If you are going to be compassionate, be prepared for action.

Desmond Tutu

South African Theologian and Activist

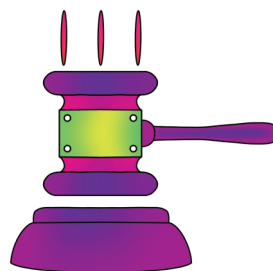


Shlemut: Completeness

I Feel A Sense Of Fulfillment

"Give give" means you must give with at least two motivations. The first time you give is because it is a matter of law, a matter of obligation. The second time you give is a matter of heart and feeling.

Rabbi Harold M Schulweis



Tzedakah: Righteous Giving

Jewish Tradition Obligates Me To Help Others

"You are not obligated to complete the work, but neither are you at liberty to desist from it"

Pirkei Avot

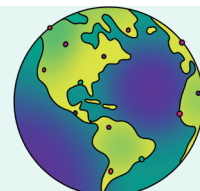
2:21

Jewish Philanthropic Values

Directions:

Place yourself on each of the following giving spectrums. Share your answer in a shared google doc or in the chat box.

How I Give



Locally

A poor person who is a relative takes precedence over anyone else. The poor of one's household take precedence over the poor of one's city. The poor of one's city take precedence over the poor of another city.

Maimonides | *Mishneh Torah, Laws Of Gifts To The Poor, 7:13*

Globally

When one is starving, the one who is starving takes precedence.

Responsum of the Hatam Sofer | 2:231



To Jews Only

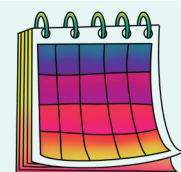
It is no accident that the Jewish people call themselves “Am Yisrael”—“the people of Israel”—rather than “Dat Yisrael,” or “the religion of Israel.” A sense of peoplehood has long been the defining characteristic of the Jews.

Rabbi Jill Jacobs

To Everyone

Our rabbis have taught: We support the non-Jewish poor along with the poor of Israel, and visit the sick of the non-Jews, along with the sick of Israel, and bury the poor of the non-Jews, along with the dead of Israel, in the interests of peace.

Babylonian Talmud | *Gittin 61A*



To Immediate Needs

At the end of life we will not be judged by how many diplomas we have received, how much money we have made, how many great things we have done. We will be judged by “I was hungry, and you gave me something to eat, I was naked and you clothed me. I was homeless, and you took me in.”

Mother Teresa

To Long-term Change

The proper way of giving is to put the recipients in a state where they no longer need our gifts.

C.S. Lewis

Learning how to give

Suggested Script:



Even when you're clear on your values, choosing where to give can be hard. There are over 1.5 million non-profits in the US alone, not including other venues for giving. We're choosing between a small number of organizations today, which still requires comparing and understanding their work while checking our own biases to get a clear picture of where we want to donate. Here are a few guiding questions and tips for researching non-profits:

Have members of the the group read the following out loud, and then ask for questions and additions:

1. **An organization's website does not reflect the quality or importance of their work.** There are many projects and organizations that run lean operations, so they may focus their efforts on projects rather than their digital presence. Conversely, there are organizations out there that may have a very impressive online presence, but might not represent the values you want your giving to uphold. Alternatively, organizations working on important issues but don't have wide appeal, that are created by and for the most marginalized communities, or that are working on issues with little funding may not have the most polished websites or be widely linked online. This does not mean they are less deserving of funding.
2. Look for information about:
 - **Mission and vision statements.** Mission and vision statements are often the quickest way to understand the values of an organization. Mission and vision statements identify the problem an organization is working to solve; they're the "why" behind the organization.
 - **Projects.** Look for the projects or program areas an organization works on and any information on how they do their work. Projects are the "how" of an organization. Some questions to consider when looking at an organization's projects are: who are the stakeholders being engaged? Is anyone missing? What is the scale of this projects? What are the strategies being used?
 - **Size of the organization.** Depending on how much money your pop-up giving circle is planing to distribute, the size of possible recipients can be a helpful determining factor. However, the "size" of an organization can measure many things! Here are some questions to conside: How many staff members does the organization have? What is their annual budget? What is the size of their reach/impact?
3. **Look beyond the organization's website and social media.** What are other, reliable sources saying about what they do and how they do it? Are you familiar with their work? Does a Wikipedia page confirm what their website says? Does it add any important context? Are other organizations mentioning or linking to them?
4. **Consider what the organization needs.** Does it seem like this organization needs general operating support? Or is it encouraging donors to give restricted funds to specific projects? How can your money have the best impact on this organization, so that it can thrive, be more sustainable, and better reach its goals? Organizations need resources to run their programs, pay salaries, rent space, buy supplies, and more. Donating to the organization without restricting the use of funds, also called an unrestricted donation, is usually most helpful, especially in times of crisis.

Learn About Organizations



Suggested Script:

Now that you have your values, we are going to learn more about the organizations that we will consider for our grant(s) today. Each of you have several organizations that are pre-vetted. Every organization is worthy of funding, we would not have put them in front of you if they were not! So this allows you to make choices based on your values.

1. The first step is to take some time learning about the organizations. Read pages of the website that may have been provided, or do some additional research.
2. If you know the project personally, or the organization that's running it, share it with the group. Outside information or previous experience with an organization is great data to have - just make sure you disclose it to your group, so that everyone is working with the same information!
3. Next, discuss these organizations with your breakout group, and think about whether and how the organizations resonate with your group's values. As you discuss, write down the names of each organization, and take notes if you'd like.
4. Your mission, as a group, is to choose one organization you would like to advance to the finalist round. Your goal in this step is to agree on the organization that you will pitch to the larger group. This step is about consensus, not unanimity. You want to figure out the project that, at worst, the entire team can live with—even if it's not every person's favorite. If your team can't agree on a single project through conversation and consensus, take a majority-rules vote.



READ ORGANIZATIONAL PROFILES

Note to Facilitator:

If breakout groups are not an option, have each participant research one organization independently. Then have someone report back about each organization. Have one person representing each organization offer to pitch.

Group Values

Why We Give

1. _____
2. _____

How We Give

1. _____
2. _____
3. _____

ORGANIZATION NAME

1. _____
2. _____
3. _____
4. _____

IS THIS ORGANIZATION INTERESTING TO YOU PERSONALLY?

Scale Of 1-5
(5 Is The Highest)

1 2 3 4 5

1 2 3 4 5

1 2 3 4 5

1 2 3 4 5

HOW WELL DOES IT MATCH YOUR GROUP'S SHARED VALUES?

Scale Of 1-5
(5 Is The Highest)

1 2 3 4 5

1 2 3 4 5

1 2 3 4 5

1 2 3 4 5

Whittle Down Your Options

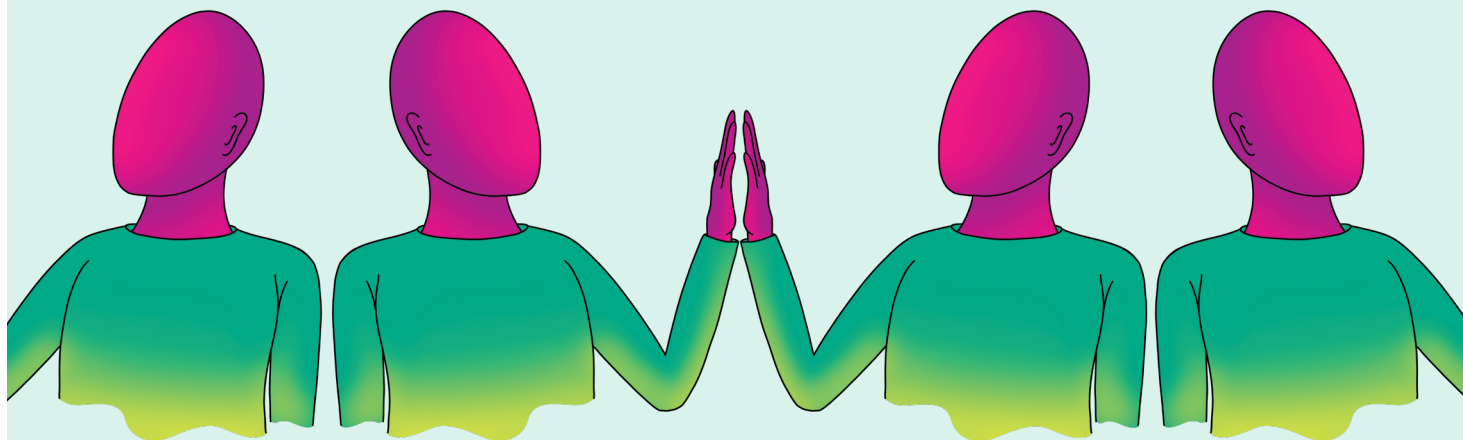
Suggested Script:

As a group, you are now going to choose the one organization that will receive a grant. This step is about consensus, not unanimity. If your online software doesn't allow you to use breakout groups, cut this section (since everyone is online!)



STOP AND REFLECT AGAIN. CHECK IN WITH THE WHOLE GROUP:

- HOW DID IT FEEL TO BALANCE YOUR PREFERENCES WITH YOUR TEAMMATES'?
- DO YOU FEEL YOUR SMALL GROUP ARRIVED AT THE "BEST" SOLUTION? OR THE "LEAST WORST" SOLUTION?
(AND WHAT'S THE DIFFERENCE BETWEEN THOSE TWO?)
- DO YOU STICK TO YOUR SMALL GROUP VALUES? IF NOT, WHAT DOES THAT TEACH YOU?
- WHAT ADDITIONAL INFORMATION DO YOU WISH YOU HAD ABOUT THE APPLICANTS?
- HOW WOULD YOU WANT TO GATHER THAT INFORMATION?



Pitch!

Represent your small group's choice to the larger group.

It's time to pitch.

Suggested Script:

Now that your group has selected your finalist organization, elect one person to pitch your group's organization to the group.

You will have 60 seconds to share why your group chose your organization. While preparing your pitch, make sure you explain what the organization does, why you are excited about it, and why this group should support it. For online facilitation without breakout groups, have one person pitch for each organization. Give everyone time before the pitch to reflect on the values questions while the person pitching works on their pitch.

You have about 5 minutes to craft your pitch. We will have up to 2 minutes for Q&A after each pitch.



PITCH!



Vote & Make a Grant



Vote on your choice of organization and discover who will receive the grant!

Suggested Script:

It's time to vote for the grantee(s). Everyone gets a vote of their own—you do not have to vote with the rest of your small group or for the organization that your group selected.

ORGANIZATION _____ IS THE WINNER
OF OUR \$ _____ GRANT TODAY.
CONGRATULATIONS! MAZAL TOV!

Note to Facilitator:

1. After giving everyone a few minutes to think, take votes. Decide on your voting mechanism: if you want to get more technical than counting hands raised in the air you can use a tool like polleverywhere.com.
2. Decide whether or not you will let participants vote twice for two different organizations. This is particularly helpful when you plan to award a second-place grant, and usually enables a clear second-place winner to emerge.
3. After you have counted your votes, read out the tallies and announce the winning organization!
4. Be sure to clap, raise a glass or cheer for making a grant!

Final Steps:

Decide how you're going to notify the winner—and who gets the honor and pleasure of doing so. Be sure to let them know about Amplifier when you explain the grant and the Pop-up Giving Circle. Look back at FAQs for other ideas on follow up.

Pop-up Giving Circle Votes

Organization Name

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

Group's Tally

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

Group's Final Selection

Close & Debrief



Note to Facilitator:

It is important to find a way to debrief this experience. Below are a few questions that you can use with your participants. See appendix III for more creative suggestions.

The following questions may be helpful for guiding your closing conversation:

- What were you surprised by?
- Did you ultimately select a grant recipient based on your originally chosen values? Why or why not?
- Was it easier or harder to talk about organizations you were more familiar with?
- What does this teach you about grant allocations?
- What does this teach you about how organizations talk about their work?
- What does this group—or the individual members within it—want to do next?

Note to Facilitator:

As we said before, this is only a taste of what a giving circle can be. This is a relatively short (and intense!) activity, but all the critical elements are here: agreeing on shared values, learning about potential grant recipients, and using an inclusive process to decide on a gift together. The rest of the experience is totally customizable—no less and no more than what you and your fellow members make it.

THANK YOU FOR TAKING THIS JOURNEY TODAY!

Appendix I: Settle in & Set An Intention



Where To Insert Activity:

After you have framed and welcomed people to the pop-up experience.

Note to Facilitator:

Before diving in, find a way to welcome your participants to the giving circle experience and create a moment of reflection. Below are a few ways to do so.

1. Share an intention: Take a moment to share an intention or desire for how you hope the evening goes. Below are two examples that either you can read or ask a participant to read.
May my tzedakah decisions be thoughtful and intentional. May this tzedakah offering make a positive difference in the world. May I give it with a generosity of spirit and humility. May I find ways, through this tzedakah offering or other activities, to inspire others to also give intentionally and generously. And may my thoughts and actions of tzedakah help me to have more feelings of compassion and loving kindness in all aspects of my life. -Julie Sissman, Amplifier Board Member
To give away money is an easy matter and in any man's power. But to decide to whom to give it, and how large, and when, and for what purpose and how, is neither in every man's power nor an easy matter." -Aristotle
2. Set community norms: Setting community norms helps create a shared language and practice amongst participants. If things get a bit tense, you can also refer back to your norms. Here are a few examples of group norms that we love from [Better Conversations](#), and [People's Supper](#). Start by reading them aloud and ask people to take a minute to add some additional ones. Hang them in a prominent place, so that people can refer back to them.
3. Practice gratitude: Take a minute to thank everyone for coming. Recognize that they are giving their time and resources and appreciate them! If there is time, have people then share what they are grateful for in the moment.
4. Sing a Nigun (wordless melody): The great singer Natalie Merchant once said that communities that sing together are stronger together. Start off by singing a wordless melody. Repeat the melody a few times and allow folks to join in.
5. Graffiti Wall: Have people write or draw one reason for why they showed up today on a post-it note. Have everyone then take their post-it note and place it on a wall with everyone else's post-its.

Appendix II: Giving Strategies



Where To Insert Activity:

Consider adding this to the “*Why I Give*” section

Note to Facilitator:

Participants will have an opportunity to identify their giving strategy. We recommend using this page with people who already have experience with giving and are interested in taking their philanthropic education to the next level. If you use this page, allow participants to share and agree upon their giving strategies. When selecting organizations, we suggest choosing ones that represent different strategies named on this page, and even conflicting ones. See the next page for the accompanying worksheet to handout to your participants.

Suggested Script:

Today, we’re going to be taking a look at not only our values but also other giving criteria that you may use to evaluate potential gifts, both today and in the future. For each spectrum on this page, select how you would ideally allocate your philanthropic giving. Go around the group and share why you made each selection--in a sentence or two. As a group, discuss which two or three strategies you’d like to prioritize for this collective giving experience. If you wish, write these beneath near the group “*Why I Give*” and “*How I Give*”.

Do you want to invest in new ideas or tested models?

Innovative Strategy



Proven Model

Do you want to give to a new endeavor or an established organization?

Start-up



Legacy Institution

Do you want to give to a specific project or support the organization’s general operations?

Program Support



General Operating Support

Do you want to support an organization with a high-potential aspiring leader or an organization that has proven effective leadership?

Emerging Leadership



Experienced Leadership

Appendix III: Close and Debrief



Where To Insert Activity:

After you have announced the winner and debriefed the pop-up, consider ending with one of these closings.

Practice The Pause:

If the group was really heated and animated, remind them that it is only an exercise and that this isn't easy work. Take three breaths, in and out — to settle and reset.

A Rose and a Thorn:

Ask each person to go around in either a small or large group and share a rose and a thorn from this experience: What was something that was blooming and something that was uncomfortable for them throughout their experience? You can also share an alpha and omega, pro and con, etc.

Practice Gratitude:

Start by offering something that you are feeling grateful for in the moment. After that, open it up for others to share a moment of gratitude.

Power Clap:

Begin by having everyone rub their hands together. You can have them do it fast and then slow to create more friction. Then, tell them that you will count to three and on three, you will all clap. It is a great way to end with a collective action.

Snapshot of Inspiration:

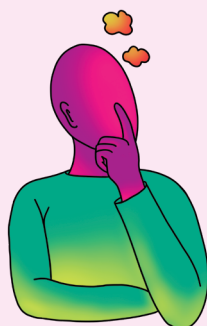
Ask people to reflect in either pairs or small groups on one moment that they will carry with them from the pop-up experience.

Building On Today's Experience

If you're thinking of starting or joining a giving circle after this experience—and we hope you are—you may be asking:



HOW DO I FIND PROPOSALS
FROM ORGANIZATIONS
THAT I MIGHT CARE ABOUT?



WHAT INFORMATION
DO I NEED TO MAKE
DECISIONS?



HOW DO I GET MY
GROUP STARTED— AND
HOW DO I KEEP IT GOING?

We're here to help!

We're eager to hear from you and to help you build the giving circle of your dreams.



Visit www.AmplifierGiving.org
or reach out to
Hello@AmplifierGiving.org