



Table Host Success Packet

Formula for Hope Luncheon • 2026

Benefiting the Greater Minneapolis Crisis Nursery

Event details

Date: Wednesday, May 6, 2026

Time: 12:00-1:00PM

Venue: [Hyatt Regency Minneapolis](#)

Address: [1300 Nicollet Mall, Mpls, MN 55403](#)

Check-in opens: 11:15AM

Honoree: Patty Murphy

Honoree VIP Reception: 10:30AM

Your table host role

Fill a table of 10-12 (you + 9-11 guests)

Help guests feel **welcomed & informed**

Invite giving during the program

Thank guests afterwards

Registration Platform: [ClickBid](#)

Guest list due: 4/29/2026 (for nametags)

Why your table matters: Formula for Hope introduces new friends to the Greater Minneapolis Crisis Nursery and helps fund free, voluntary care for families in crisis. Your invitation is often the reason a guest shows up (and gives).

Your 3 Steps to Success

1) Invite

Build your invite list (aim for 15–20 names).
Personally invite 9 guests. Enter guests into online guestlist as they confirm. *(Personal guest list link sent separately via email)*

2) Connect

Send a friendly reminder 2 weeks out.
Make sure everyone knows parking + arrival time.
Gold Star for bringing guests in for a Nursery tour or Cook for Kids meal before the event!

3) Follow up

Thank each guest within 48 hours.
Share a quick highlight + gratitude. Let us know who seems interested in deeper involvement.

Key Dates & Timeline

Use this as your roadmap. We'll also keep you on track with brief weekly emails.

When	You do	Helpful notes
4-6 weeks before	Invite guests + start entering registrations.	Aim to fill your table early; we can help with ideas if needed.
2 weeks before: 4/22	Send a reminder + confirm any dietary needs.	We will provide details around arrival time, parking, etc.
Guest list due: 4/29	Finalize your guest list using your personal guest list link.	Printed name tags/seating close after this date.
Event Day: 5/6	Arrive by 11:15AM to get your packet and greet your guests.	Encourage your guests to arrive early enough to get settled before the program starts.
Within 48 hours after the event	Thank each of your guests for joining you!	We will provide some sample language to help.

Nursery Tours

We strongly encourage you to invite your guests to join you for a tour of the Nursery before the event! Seeing the Nursery firsthand helps guests connect more deeply with our mission and understand how their support provides a safe, nurturing place for children and critical relief and resources for parents in crisis.

Tours are quick, welcoming, and a powerful way to bring the impact to life. Tours are typically **30 – 45 minutes** long, and can accommodate up to **6 people** at a time on the following dates and times:

- Wednesday, 4/15: 10am or 11am
- Tuesday, 4/21: 10am or 11am
- Wednesday, 4/22: 10am or 11am
- Thursday, 4/23: 3pm or 4pm
- Tuesday, 4/28: 3pm or 4pm
- Wednesday, 4/29: 10am or 11am
- Thursday, 4/30: 10am or 11am

Please sign up here: <https://calendly.com/mwerner-crisisnursery/ffhnurserytours>

About Patty Murphy

This year, we honor **Patty Murphy**, a fierce champion of the Nursery, whose leadership has guided our work for more than two decades. From serving as Board Chair to leading transformational fundraising efforts, Patty's dedication reflects a lifelong spirit of service and a deep personal commitment to the wellbeing of others.

If you know Patty and would like to celebrate her with us, we invite you to a special reception from **10:30 – 11:15am** in the adjacent ballroom. A short program will begin at 11:00am, with coffee, tea, and sparkling water available.

Inviting Your Guests

Brainstorm a list of 15-20 people across your network who you believe would be interested in supporting the mission of the Nursery. Invite your contacts from this list to join your table, ensuring you have a full table of 10. If you confirm more than 9 guests, we will happily work with you to accommodate additional guests.

If you have previously hosted a table and would like a list of your attendees from past years, please contact us and we would be happy to provide you with a list of your previous attendees.

The best invitations are personal and simple. Use the scripts below as-is or make them your own! We've also included some **optional add-ons** for hosts/guests who know Patty personally.

Option A: Text message (fast + effective)

Hi [Name] — I'm hosting a table for the Crisis Nursery's Formula for Hope luncheon on May 6 at the Hyatt Regency Minneapolis. It's a free, one-hour event, and an inspiring way to learn how the Nursery helps families with young children during crisis. Will you be my guest?

Optional add-on:

Also, this year's honoree is Patty Murphy. If you know Patty, you know why this mission matters. I'd love to celebrate her that day with you. *Or:*

We're also honoring Patty Murphy this year. If you've ever been moved by Patty's heart for others, I think you'll really connect with what the Nursery does!

Option B: Email invitation

Subject: Join me at Formula for Hope (Greater Minneapolis Crisis Nursery)

Hi [Name],

I am hosting a table at the Crisis Nursery's Formula for Hope luncheon on **Wednesday, May 6, 2026**, from **noon to 1PM** at the Hyatt Regency Hotel. I'd like you to be my guest as we come together to celebrate the Greater Minneapolis Crisis Nursery's history of strengthening families in our community. This is a **free, one-hour fundraising luncheon** with the opportunity to learn more about the Nursery and how you can support this amazing organization. As this is a fundraiser, you will be asked to consider making a contribution, however there is no minimum gift required.

I hope the luncheon will inspire you to get involved. As much as anything, I'd like for you to come and experience how the Nursery is transforming the lives of children and families. I would be delighted if you would join me! Can I reserve a seat for you?

Warmly,
[Your name]

Or:

Subject: Join me at Formula for Hope (Greater Minneapolis Crisis Nursery)

Dear Friend,

I have exciting news! I'm [your connection to the Nursery: a volunteer, a board member, a supporter, etc.] and I'm hosting a table for the Crisis Nursery's spring luncheon, **Formula for Hope**. It's a one-hour luncheon event on **Wednesday, May 6 from noon to 1PM** to bring awareness and funds to a spectacular organization that partners with children, parents, and families to strengthen our Twin Cities community.

The Nursery helps parents who face challenges such as being unhoused, medical or mental health concerns, poverty, domestic violence, or other difficult situations. Core services include crisis counseling, education, and overnight residential care for parents to place their children voluntarily while they address their crisis.

Whether you choose to be a guest at my table or make a gift today, I hope that you'll join me and show your support for children and families facing crisis. Thank you!

Warmly,
[Your name]

Optional add-on (after the first paragraph, or right before the ask):

This year we'll also be honoring Patty Murphy. If you know Patty personally, you know how much she cares about children and families — and why this mission would be especially meaningful to her. I'd love for you to be there to celebrate her and the impact she's helped inspire.

Option C: If they can't attend

No worries — thank you for considering it. If you'd still like to support families in crisis, you can make a gift here: crisisnursery.org/donate/ffh/. *Or:*

If you'd still like to make a gift in honor of Patty, you can do that here: crisisnursery.org/donate/ffh/.

Registering Your Guests

Please enter your guests in your online registration page as you confirm their attendance. For each guest, please plan to provide first and last name, email address, and any special meal needs. Final date for printed name tags and seating charts is no later **Wednesday, April 29th**.

As you confirm your guests, please enter their names into your electronic guest list. A link to your electronic guest list will be emailed to you after signing up as a table host. If you need the link resent, please email Megan at MWerner@crisisnursery.org.

Event Day: What to Do

You set the tone for your table. The goal is simple: welcome guests, enjoy the program, and make giving easy.

Before guests arrive

Please arrive no later than **11:15AM**.
Check in at the Table Host sign to receive your nametag and table host packet (pledge cards, envelopes, instructions).
Find your table + seats.
Greet your guests as they arrive.

Troubleshooting

- Dietary issue: direct them to Erika LaDousa.
- Seating question: go to registration/help desk.

During the program

Welcome guests and introduce them to each other.
Listen for the giving cue from the stage.
Pass out pledge forms or point to the QR code.

After giving:

Collect pledge cards in the provided envelope.
Return your packet to event staff/volunteer as you exit (do not take it home).

If a guest asks...

- “Do I have to give?” → No. We invite everyone to give as they’re able.
- “How do I give?” → Pledge card (check/credit) or phone/QR code.

After the Event

Within 48 hours

Call or email each guest to thank them.
Share one quick highlight from the program.
Ask if they’d like a tour or more info about the Nursery or how to get more involved.

Sample thank-you text:

“Thank you for coming with me yesterday. I loved sharing the Nursery’s work with you. I’m grateful you were part of it.”

Within 1 week

Complete the Table Host survey.
Share any warm leads with Megan Werner (MWerner@crisisnursery.org) or Laura Wagner (LWagner@crisisnursery.org).
(Optional) Share a post on social and tag @crisisnurseryminneapolis!

Interested guests to flag:

- Asked how to volunteer
- Asked about monthly giving
- Mentioned employer match
- Asked about a tour
- Asked about major gifts/sponsorship

Frequently Asked Questions

Is there a cost to attend? No. Formula for Hope is free to attend thanks to sponsors and donors.

Will my guests be asked to give? Yes. There will be a moment in the program inviting everyone to give as they are able. There is no minimum gift.

What if someone wants to bring a friend? Great! Please add them to your personal guest list as soon as possible so we can plan seating and meals.

What if I can't fill my full table? Reach out early—we'll help with ideas, outreach tools, or filling open seats.

I know Patty personally – can I come to the VIP reception, too? Absolutely! The reception starts at 10:30AM, with a short program at 11. If you'd like to invite your guests as well, please do so. We simply ask that you RSVP via email to Megan at MWerner@crisisnursery.org so we can plan for the additional people.

Your contacts

Megan Werner, Development Officer

Phone: (612) 767-8462

Email: MWerner@crisisnursery.org

Erika LaDousa, Event Coordinator

Phone: (612) 412-8894

Email: Erika@ldseventsmn.com