



How To Host a Chili Cook-Off

So, you've decided to host a Chili Cook-off to raise money and awareness for the Angelman Syndrome Foundation! Who doesn't love a good bowl of chili? This is a great way to turn a fall or winter evening into so much fun and for a great cause. Congratulations, this will be one of your most favorite days of the year! Below are some basic tips for hosting a wonderful event.

1. Find a location

Look for parks, community centers, neighborhood clubhouses, your own house, religious establishments. Any place that might let you host the event for free or a small fee

2. Pick a date

- Find the best date that works for you and your family/friends
- Make sure some good football games are on to enjoy in the background. Just kidding, but sports events always provide great and free entertainment

3. Participants/Rules/Judges

- How many participants will you allow to enter your cook-off
- Will you have different categories: spicy, vegetarian, traditional, non-traditional? If so, make sure each category has basic rules (submit recipe, have to make certain number of servings per pot – this will probably be based on the number of tickets you plan to sell.)
- Will you charge participants to enter the contest?
- How much will you charge people to come to the event?
- How do you want the event judged? Participants can vote on their favorite in each category or you can have official 'judges' come and select the winner.
- How many winners per category would you like to award?
- Will you offer business sponsorships? If so, how do you plan to advertise for those companies?

4. Registration

Think about how you want people to register to participate and how people can purchase tickets.

www.jotform.com is a great free online registration site.





5. What will you need for the cook-off?

What will your needs be for that day and can you get them donated or discounted:

- Tables and chairs, Tablecloths (plastic ones work great), napkins
- Will you provide tasting bowls or will participants have to provide bowls/spoons
- Water/Drink donations – will you sell these or will they be free
- Volunteers
- Photographer – this doesn't have to be a professional, but designate someone to take pictures of your event because you'll be too busy to think about it.
- Signs or Banners
- Prizes for the winners
- How will you collect money (cash, check, card, venmo)

6. What do you plan to have in addition to chili?

You don't have to do anything else, but you can offer the following:

- Drinks for sale
- Baked goods/Desserts for sale
- Silent Auction
- Raffle
- Entertainment: music, tv, band?
- T-shirts for sale

7. Promote your event!

- Utilize social media, email, businesses – whatever you can to help promote your tournament.
- 3 months prior to the cook-off, announce a "Save the Date" so people can start planning to enter their chili!

8. What is your vision and schedule for the day?

9. Most importantly – HAVE FUN and enjoy the day!!

