

ON YOUR MARKS, GET SET, FUNDRAISE!



NHS
CHARITIES
TOGETHER

THANK YOU!

We can't thank you enough for signing up to do an event for NHS Charities Together and fundraising to support our overstretched NHS.

It really means a lot that you've chosen to support us, and we're here for you all the way. In this booklet you'll find lots of help and advice, lots of fundraising ideas, as well as how to keep it all legal!

If you need us...

E: hello@anhsc.org.uk

T: 0300 303 5748

 @NHSCharitiesTogether

 @NHSCharities

 @nhscharitiestogether



YOUR FUNDRAISING SAVES LIVES

NHS Charities Together is the national charity caring for the NHS, working with a network of over 230 NHS charities to provide extra support in every hospital, health board, ambulance, community, and mental health trust around the UK.



The money you raise could help save the lives of more people like Rowan Hibbert, who was 20 months old when he choked on a carrot and went into cardiac arrest.

His life was saved thanks to fast action by volunteer community first responder Tomos Hughes, paramedics and the ambulance service. Tomos said: "I arrived within 10 minutes of him choking and was able to start CPR and restart his heart which saved his life."

Seven years on, Tomos is still close to the family and Rowan knows him as the man who saved his life.

We work with ambulance service charities in training new volunteer community first responders like Tomos, as well as members of the public, in life-saving CPR skills to ensure more people survive a cardiac arrest. Your fundraising really can save lives.

WE'RE HERE FOR YOU EVERY STEP OF THE WAY



“Running for NHS Charities Together has been arguably the best supporter journey I’ve been on. It’s the small things like the handwritten thank you cards signed by all the team, and race photos sent the morning after the event. I’ve felt very special and looked after, and it means a lot.”

Marc Roby,
NHS Charities Together Runner

THE DIFFERENCE YOUR FUNDRAISING MAKES

You put your heart and soul into raising money for us, so we ensure every penny goes as far as it possibly can for staff, patients and communities



Could support a staff member’s well-being by helping to pay for one-to-one counselling.



Could comfort a premature baby by paying for a Zaky Hug Glove.



Could help pay towards the creation of an outdoor well-being space for staff and patients to enjoy.



Could increase survival rates of someone in Cardiac Arrest by 50% by funding a community public access defibrillator.



RAISE MONEY ONLINE

Raising money online is the easiest and safest way to collect donations and fundraise. We would suggest using JustGiving, it's simple to use, and you don't have to handle any cash or worry about paying in cheques, everything comes directly to NHS Charities Together. They'll even take care of gift aid, leaving you to focus on raising the money and training for your event.

DOING YOUR FUNDRAISING OFFLINE?

Use the enclosed sponsorship form. You can pay in your offline fundraising by:

- **Cheque** – made payable to 'NHS Charities Together' and posted to our office address (on the back of this booklet).
- **BACS transfer** – email hello@anhsc.org.uk for our account details.
- **On our website** – by visiting NHS Charities Together and using our Donate button.



SET UP YOUR PAGE

Visit [justgiving.com/nhscharitiestogether](https://www.justgiving.com/nhscharitiestogether) (or scan the QR code), select 'fundraise', and choose the relevant event from the list.



ADD A PROFILE PICTURE

Choose a photo of yourself so people know it's your page.



SET A TARGET

Pages with a target raise more than those without, so don't miss this step. And if you hit it, why not raise it!



DONATE TO YOURSELF

It helps get bigger donations from other people!



TELL YOUR STORY

Tell people what you're doing and why you're supporting NHS Charities Together.

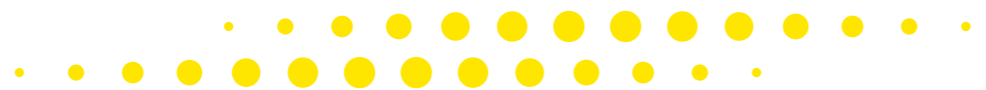


SHARE YOUR PAGE

Spread the word on social media. JustGiving says every share can raise £10.

FUNDRAISING IDEAS

There are loads of ways to boost your sponsorship and raise more. Here are some ideas to get you started.



KEEP IT SIMPLE

- **Ask for sponsorship** – share your online fundraising page with all your friends, family and colleagues through email and social media, and don't hesitate to send reminders!
- **Donate for a tune** – ask people to make a donation to add a song to your event day playlist
- **Sweepstake** – run a sweepstake on your event finish time, you'll need to source a prize and inform the winner after your event, otherwise it's easy-peasy.
- **Matched funding** – many companies in the UK offer to match the money their employees raise. Some will set a max level, but others will offer to match all your fundraising. It's worth checking with your HR department if and what they offer.

TAKE IT A STEP FURTHER

- **Fancy dress** – try to increase your donations by allowing the person who makes the biggest donation, to choose what you'll wear on your last training session or even on event day!
- **Bake sale** – get your bake on and sell your sweet treats!
- **Raffle** – an oldy but a goody! Remember, there are strict laws around raffles, so visit the Gambling Commission website to ensure you keep it legal.
- **Guess the number of...** from guessing the number of tea bags in a jar to guessing who the baby is, this can be a fun and easy way to raise more towards your total. Just source a prize and ask everyone for a donation.

GO THE EXTRA MILE

- **Clothes sale** – why not sell some of your unwanted clothes on an online marketplace or at a local car boot. Or you could arrange your own second-hand clothes sale.
- **Auction of promises** – instead of securing items to auction, why not ask people to donate their skills and auction them off?
- **Quiz night** – this one requires a bit more prep but can raise a lot. Set a theme, write your questions, find a venue (or do it online!) and invite your guests and get the donations flowing.
- **The show must go on** – if you have friends who are musicians, budding comedians, poets or actors, you could host a show. This one will need more time and organisation, but if you need advice and ideas, don't hesitate to contact us.



KEEP IT LEGAL

Health & Safety – Make sure you do a full risk assessment of any events you hold, to prevent risks and legal issues. NHS Charities Together can't accept any responsibility for your events or anyone who participates in them.

Insurance – If you're holding an in-person event involving the public, you will need to organise your own public liability insurance. We can't accept any responsibility for your event, and it won't be covered by NHS Charities Together's insurance.

Raffles and lotteries – If you decide to hold one, there are strict laws relating to all lotteries and raffles, so please follow these and operate your auction or raffle accordingly. For more information visit the Fundraising Regulator or Gambling Commission website: gamblingcommission.gov.uk.

We want your fundraising to be as successful and safe as possible. So please follow these simple guidelines and get in touch if you have any questions.

Gift Aid – Gift Aid can only be claimed for an individual donation. It cannot be claimed on behalf of a group or as part of a collection. More information can be found at www.gov.uk/donating-to-charity/gift-aid

Cash Handling – When handling cash make sure it is kept safe and secure. Always try to have two people in charge of counting and transporting cash and get it to the bank as soon as possible.

Food Hygiene – Please take great care when handling food and ensure food is clearly labelled. The food standards agency provides guidelines for safely preparing, handling and cooking food.

Safeguarding Children – Extra care should be taken if your fundraising idea involves children. Please ensure children are supervised by a parent or guardian, and always seek permission from parents or guardians before taking or sharing photos.

RACE DAY CHECKLIST

- ✓ **Transport** – Make sure you know when you need to be there and plan your travel, building in plenty of time to spare in case of any delays.
- ✓ **Don't forget your fundraising!** – Post a little countdown ahead of the event, post photos on the day, and don't forget to remind people afterwards. 20% of donations come in after an event.
- ✓ **Loo queues!** – Plan in plenty of time to use the toilet before the event starts, and expect queues!
- ✓ **Enjoy it & good luck!** – You've done all the prep, trained and raised tons of cash for our beloved NHS. Now try to enjoy the day, and all the best of luck from us all here at NHS Charities Together.
- ✓ **Check the weather** – Will you need a rain coat? Extra layers? Or plenty of sunscreen?
- ✓ **Kit bag** – Set out all your gear and equipment the day before so you're ready to go and pack water and snacks to keep you going on the day, staying hydrated is a must!





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nhscharitiestogether.co.uk

**THANK YOU
FROM ALL OF US AT
NHS CHARITIES TOGETHER**



**FUNDRAISING
REGULATOR**

NHS Charities Together is the Trading name of the Association of NHS Charities. Registered Charity
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