

Fundraising Pack



We're delighted that you have chosen to fundraise for SNAPS!

We're a small, independent charity that relies on the goodwill of others to keep us doing what we do best. And that's providing Hydrotherapy, Rebound Therapy and social activities in a friendly, supportive space for Yorkshire children with special needs and their families.

In this pack you'll find all kinds of top tips to keep your fundraising fun, safe and fruitful!

Don't forget to tell our Community Fundraiser, Helen Wells, what you're up to, so SNAPS can promote your efforts and inspire others too. Email Helen@snapsyorkshire.org or call 07765 817997

Good Luck!

Pick an activity

- Up for a challenge? An experience of a lifetime? Want to push yourself whilst raising funds for SNAPS then check out the fundraising section of our website www.snapsyorkshire.org for events and challenges you can book on to today.
- Tell everyone! Spread the word, tell your friends and then there's no backing out.
- Check out our A-Z of ideas you can schedule across the year
- Plan your fundraising! Don't be daunted by what seems like high fundraising targets. Break it down into achievable chunks and leave yourself plenty of time. For example, if you've set yourself a £500 fundraising target, you could break it down like this:

Run your own car wash

20 cars @ £5 each = £100

Hold a work / school / friend / group Bake-Off, then sell off the cakes by the slice

30 slices x £2.50 = £75

If you LOVE chocolate, you could get sponsored to give it up for a month

Estimated sponsorship: £60

Hold a simple mini-competition. Fill a container full of sweets / paperclips / marshmallows and ask people to guess the number / weight

£1 a go x 30 people = £30

Host a quiz night! Approach your favourite restaurant and see if they'll let you take over their premises on a quiet night. Agree a price per head on food and sell tickets to cover this and at least £5 towards your fundraising. Depending on the size of the venue: 50 tickets x £5 = £250

Ask local businesses for raffle prizes and run a raffle on your quiz night too

£50 tickets at £1 each = £50

Total raised £565 – wow you've exceeded your target!

Special Needs and Parent Support Yorkshire CIO

Proudly supporting children with additional needs and their families since 2004

Registered Charity Number: 1171244 Registered Address: 17a Earlswood Avenue, Roundhay, Leeds LS8 2AF

www.snapsyorkshire.org



<https://m.facebook.com/snapsyorkshire/>



@SNAPS_Leeds

Tell us all about it

- Tell SNAPS what you're doing – we'll provide t-shirts, sponsor forms and will shout from the rooftops about your challenge.
- We love to hear how you are doing, so send photos and progress reports and we'll share them with other SNAPS families through our website and Facebook.
- Lots of businesses are very generous when it comes to donating gifts, time and prizes. Let us know if you're contacting businesses and we can provide you with a letter of authorisation to show when you ask for support.
- If we know what you're up to, we can check in with you and see how you are progressing with your challenge and help keep you motivated throughout.

Set up online giving

- Set up online giving at <http://uk.virginmoneygiving.com/giving/> and share, share, share... especially around pay day.
- Tell your story from the heart: why are you supporting SNAPS and what does the charity mean to you and your family?
- Ask close friends and family to sponsor you first, as people may then match their generosity.
- Ask for Gift Aid so we get an extra 20% from the government (not applicable if making a donation to a family member who's taking part in an event and their charity is contributing to the cost i.e. skydives, treks).
- Find out if your employer offers match-funding. You could double your funds with very little effort!

Holding your own Event

- Pick a date, find a venue and don't forget to tell all involved that it's for charity and you should get some preferential rates.

- Stay on top of your numbers – have a figure in mind that you want to raise and plan and budget to meet this.
- Take all the help people offer!
- If you're planning on serving alcohol or entertainment such as music and dance in an unlicensed venue then you'll need a TEN – Temporary Event Notice. Contact your local council to apply.
- Any event involving the public will require insurance. Check with the venue that your event will be covered by theirs.
- To keep you and your event attendees safe, complete a risk assessment prior to the event. Simple templates and tutorials are available online. Don't make it complicated, just walk through your event in your mind and pre-empt anything that could go wrong. Think about the venue, your audience and the activities taking place from start to finish.

Fundraising Rules and Regulations

Collections

- **Street collections** - If you're holding a collection in the street, you'll need to obtain a licence from your local authority.
- **Private collections** - If your collection is still open to the public, but being held on private property such as within a shopping centre or rail station, you must obtain permission from the landowner or manager.

Raffles

- If your raffle is being held as part of an event, you don't need a licence to sell tickets at the event and draw prizes.
- If you want to run a stand-alone raffle, i.e. sell tickets over a period of time, you'll need to get a licence from your local authority licencing office.

Promote

- Tell everyone! Put up posters, get your event / challenge included in your work's newsletter, get an article on your website, via your intranet, promote through social media, print media, on the radio, via blogs, write an article in your parish newsletter.

- Contact us for a copy of our logo and charity number (1171244) to include on your publicity material.
- Let us what you are up to and we'll promote through our networks too.
- Email everyone you know to tell them what you're up to and why and how they can support you. Don't be shy! If you don't ask, you won't get and you'll be surprised how many people will give if you do.
- Add your Virginmoneygiving link to your email signature.

Special Needs and Parent Support Yorkshire CIO

Proudly supporting children with additional needs and their families since 2004

Registered Charity Number: 1171244 Registered Address: 17a Earlswood Avenue, Roundhay, Leeds LS8 2AF

www.snapsyorkshire.org



<https://m.facebook.com/snapsyorkshire/>



@SNAPS_Leeds

Send in your money

Online through virginmoneygiving.com

We currently use virginmoneygiving.com as their fees are less than other online giving sites. There's also the option to pay your offline donations through your fundraising page.

Via the **Donate Now** button on www.snapsyorkshire.org

And don't forget to email helen@snapsyorkshire.org and let her know so she can add funds to your total raised!

By Post

Cheques made payable to SNAPS Yorkshire, 17A Earlswood Avenue, Leeds LS8 2AF

Thanks

We will of course write and thank you for your support, but if there is someone that has been particularly generous or helpful, let us know and we will write and thank them too.

Special Needs and Parent Support Yorkshire CIO

Proudly supporting children with additional needs and their families since 2004

Registered Charity Number: 1171244 Registered Address: 17a Earlswood Avenue, Roundhay, Leeds LS8 2AF

www.snapsyorkshire.org



<https://m.facebook.com/snapsyorkshire/>



@SNAPS_Leeds

SNAPS PAYING IN SHEET

BIG thanks and congratulations on completing your fundraising! Thank you so much for supporting us. Please return this slip with any sponsorship forms, collection envelopes and/or collection tins to the address below.

Name	
Address	
Telephone number	
Email address	
Event name	
Event date	
Where was the event held	
I have raised £ in total for SNAPS and enclose (breakdown of amounts below):	
Cheque made payable to SNAPS Yorkshire	£
Sponsorship forms	£
Collection envelopes	£
Collection tins	£
I raised additional money from my event and paid it to SNAPS another way	
Paid over the phone	£ Date:
I raised £ online, my page is: virginmoneygiving.com/	
Paid via the SNAPS donate button	£ Date:

I have extra money to send in at a later date	£
---	---

Please return this form to: SNAPS Yorkshire
17A Earlswood Avenue, Leeds LS8 2AF

SNAPS Yorkshire will store and process your information in accordance with the General Data Protection Regulation. We may contact you but will not share your details with any other organisations unless they are working on our behalf. If at any time you would like to amend or review communications you receive from us, please email tracy@snapsyorkshire.org

Why your support is so important!

SNAPS currently supports around 300 children with special needs and their families who attend sessions in our two school sites. Our sessions make a real difference to families, but our professionally-delivered services, including Hydrotherapy and Rebound Therapy, need continuing funds to operate.

Some of our funding comes from contributions from families, but this amounts to less than 20% of what is actually costs to run our services. We want to continue to offer sessions at a heavily subsidised rate, so it's vital that we raise the rest of the funds through other means.

We don't receive any funding from local government, but rely on the goodwill of others to keep us doing what we do best. We continually submit grant and funding applications, but it's an endless challenge to raise sufficient funds, so please support us if you can!

Here's how your fundraising can benefit SNAPS:

- £45 pays for a paediatric physiotherapist for an hour
- £700 pays for a Saturday of activities supporting 60 families
- £2000 pays for soft play sessions for a whole term and
- £12,000 would cover the cost of employing one of the group managers, which would dramatically increase the number of children and families we support

Who do you know?

We're always on the lookout for new partnerships and support from the community, so if you know of a school, business, work place or group that are interested in finding out more about who we are and what we do, then please pass their details onto our Community Fundraiser, helen@snapsyorkshire.org