

Setting up JustGiving

It's fairly quick and easy to set up your fundraising page to start collecting donations for your event. Follow the relevant link below to set up your fundraising page through our dedicated campaign. Select the orange 'Start Fundraising' button on the campaign page and log in or sign up to JustGiving to create / sign in to your account.

At this point, you should be through to the page setup, where you need to fill out the type of activity, activity details and the event date, this should all be done in line with your event details. Now's the fun part, *personalisation*. Add more details and images to your page, tell your story and inspire others to support your event. Once this is all done, it's now down to you to share the link and promote your page!

Are you representing a business?

Use the link below to register your fundraising under our Corporate JustGiving campaign

justgiving.com/campaign/corporatefundraisingcampaign

Is this your own event?

Use the link below to register your fundraising under our Community JustGiving campaign

justgiving.com/campaign/communityfundraisingcampaign

More information

If you have any questions or want to find out more about how we can support you. Give us a call on 01666 505055 or email fundraising@hopefortomorrow.org.uk. Our team are always happy to help!

Hope for Tomorrow, 101 The Waterfront,
Stonehouse Business Park, Sperry Way,
Stonehouse, Gloucestershire
GL10 3UT



Fundraising Essentials



Registered Charity No: 1094677
www.hopefortomorrow.org.uk



Legal information

Fundraising should be fun, rewarding and make a real difference. To help your event run smoothly, please take some time to think about any potential risks and the steps you can take to keep everyone safe, we've outlined some to consider below.

Food hygiene

Food safety laws apply when any food is available, whether it is for sale or not. Ensure you're following food hygiene procedures by contacting your local council for food hygiene regulations at events or visit the [Food Standards Agency's website](#).

Licences

We recommend asking your local authority if you need to obtain any special licences such as public entertainment, collection or alcohol licences. If you're holding your event in a public place, you must have permission from the council or landowner.

Risk assessments

You should identify any hazards and assess any risks at your activity that you'll need to consider. Ensure you have adequate first aid cover available for the scale of your activity. If you're not sure, check with your local council.

Safeguarding

If children or vulnerable adults are likely to attend your event, you must take reasonable steps to help keep them safe. This may include ensuring appropriate supervision, creating a safe and inclusive environment, and responding appropriately to any safeguarding concerns. If you are unsure about your responsibilities, please seek advice before your event takes place.

How to use our logo

We have two versions of our logo used for fundraising material. Outlined below are both examples. We ask that the **primary logo** (left-hand side) is used on any white or light backgrounds, and the **secondary logo** (right-hand side) is used on any dark backgrounds, to ensure that our brand is visible. Our team are happy to send you the appropriate logo for your event, **just drop us an email!**



Gift Aid declaration

If you're collecting donor details via the included sponsorship form, you may be able to claim Gift Aid on the donations. Alternatively, if you're fundraising through a platform like JustGiving, encourage your supporters to tick the Gift Aid box if they are a UK taxpayer. Gift Aid enables us to receive **25% extra** on top of the existing donation, at no extra cost to the supporter or to you.

How we can support you

There are several ways we can support you in the run-up to your event and help make it a success. This may include providing fundraising materials such as flyers, offering practical support on the day, or arranging for a member of staff or local champion to attend, where possible.

Attendance at events and cheque presentations will depend on location and availability, but we will always do our best to represent the charity and support your fundraising wherever we can.



Get in touch with our team for any marketing materials you require, whether it's information flyers, impact reports, newsletters, donation boxes, collection tubs, or clothing. We're happy to provide you with all you need to make your event run smoothly.

Promoting your event

Email your event and contact details to fundraising@hopefortomorrow.org.uk and our marketing team may be able to promote your event in the fundraising section on our website. This could generate more interest in your event, or inspire another like-minded individual to host a similar event, raising more vital funds for mobile cancer care. Email the team for a chance to feature on our website!