

# FUNDRAISING PACK



**DO IT  
YOUR WAY**

**Cransley  
Hospice Trust**



*Be inspired!*



# Hello!

Thank you so much for choosing to fundraise for Cransley Hospice Trust. Together we can make a difference!

By raising money for Cransley Hospice Trust you will be making a big difference to patients living with a life-limiting illness and their families and loved ones.

The first step to fundraising is choosing your idea. To get you started we've put together a host of fundraising tips and ideas and remember, however much you raise you are making a difference!

If you need any help please don't hesitate to drop us an email at: [fundraising@cransleyhospicetrust.org.uk](mailto:fundraising@cransleyhospicetrust.org.uk) or, telephone the office on 03000 274040, we are always happy to help where we can.

Thank you so much for your support!

*Cransley Hospice Trust Fundraising Team*



# Let's get started...

## When and where?

Make sure you give yourself time to organise and promote your event so that your efforts are not wasted. Consider other local and national events to make sure your event does not clash with any other major events, which could affect whether people are able to attend.

Secure a suitable venue before planning anything else. Check that your venue has everything you need for a successful event including car parking and easy access. Consider if you need a license or permit for your event. (check the information on our website) Remember that some applications can take a while to be approved.

## In Memory

Are you fundraising in memory of someone? Make sure you communicate this when you promote your event, as people will be grateful for a chance to show their respect and support while helping others.

You may want to consider setting up a Tulip Tribute page too, where you can light candles, share photos and memories - alongside tracking your fundraising. For more information, visit our website.

## Tell us about it!

Contact our fundraising office and tell us what you are doing. This way we can offer support if you need it, including advice on how to get the most out of your event, helping with promotion on our social media channels and providing materials you may wish to borrow, such as balloons and banners.

We'd also love to know why you have decided to support Cransley Hospice Trust!

## Our Logo

If you would like to use our logo on any posters or other promotional materials, we have attached the "Do it your way" logo for you. If you would like to use the Cransley Hospice Trust logo please let us know and we will send you the correct version along with simple guidelines to ensure your materials are consistent and legal.

# Boost your fundraising!

## Just Giving

Setting up a Just Giving page is easy. This is the easiest way for people to donate and allows you to share your link with more people. The money will also come directly to us after your event, saving you additional hassle.

## Gift Aid

This is such an easy way to increase your donations by 25% as it allows us to reclaim 25p for every £1 donated by UK tax payers. Ask your supporters to tick the Gift Aid option on your sponsorship form or when donating online. If you will be collecting cash donations then please ask us for Gift Aid envelopes to ensure that we can reclaim this additional money at no additional cost.

## Match Funding

If you are fundraising at work, tell your company about your fundraiser. Many companies are able to match whatever amount is raised - doubling your overall total! Your colleagues may also be keen to help you either by helping out or with a donation.

## Spread the Word

Make sure you promote your event on any social media channels you might have. Create posters and flyers for shops and community noticeboards. Contact local newspapers and magazines to see if they can help you by featuring your event.

**A picture says a thousand words! It's essential to have images to support your event in both pre and post-event promotions! Use these on all your event materials and share them with us!**

*Top Tip*



# A-Z Fundraising

There are many ways you can fundraise, either at home or at work, with friends and family to help raise vital funds to support end of life care in North Northamptonshire.

## A

### Auction

Invite people to find an unwanted item in their house or think of a service (e.g. sharing a skill or buying a takeaway for a household) they're willing to put up for auction. Once you have a list, host a virtual auction over a video platform.

## B

### Birthday party

Hold a party! Ask your guests to dress to impress, blast out a party playlist, provide some drinks and nibbles and ask them donate the money they would have spent on a birthday night out.

## C

### Cook-along

Do you have a secret or signature recipe to share? Invite friends and family to donate and attend your virtual cook-along, sharing your recipe and ingredients list beforehand.

## D

### Don't dump it, donate it

Too many clothes cluttering up the wardrobe. Get everyone to bring in good quality clothing they no longer wear and bag it up for Cransley Hospice Trust. We take children's clothes too!

Jamie



## E

### Event Superstar

Why not challenge yourself and your friends. Climb that mountain, jump out of a plane or run that marathon. We have some exhilarating events to tempt you, head over to our website to take a look.

## F

### Fancy-dress competition

Challenge your family or friends to a fancy-dress contest with a donation to enter and a prize up for grabs for the best dressed. Set the theme (70s style, book characters, heroes and villains etc) and encourage everyone to go all-out with their creative costumes.

## G

### Go Green

Cransley-ty yourself, home and household and ask friends to sponsor or join you. You could dye your hair, eat green food all day and decorate your house with as much green as possible!

## H

### How many?

Pick a physical challenge (e.g. push-ups, burpees) and complete a rep for every pound that gets donated. Good luck, you may need it!

## I

### Indoor games

These days almost everyone owns a Wii Fit or Guitar Hero set, so why not get your friends together and hold a video games tournament?

Karen



## J

### Jam Tart King or Queen.

Everyone loves a bake-off! Hold a coffee morning, inviting friends to bring a homemade treat and make a donation at the door. If you have a volunteer star baker, ask them to make a special cake for guests to "guess the weight of the cake", charging for each guess.

Rosaline

"I like to give our patients what we call, the Cransley Sparkle."

K

### Karaoke night

Get those tonsils warmed up and take to the stage as Madonna, Tina, Jacko, or even The King himself. The choice is yours. Just be careful on those high notes.

L

### Let's get crafty

Roll up your sleeves and get stuck into a craft activity. Whether it's tie-dye, knitting, embroidery or your very own creative pursuit, you can ask for a donation in return for your creations in support of Cransley Hospice Trust.

M

### Movie night

For all you film fans out there, find a movie all your friends can access then go to town making your own home cinema. Think themed food, fancy-dress and a 'What comes next?' challenge.

N

### Name the...

Teddy-bear? House plant? New pet? Let your imagination run wild and collect donations in exchange for name suggestions!

O

### Olympics

Get into the spirit of the Olympics in your own home or virtual Olympics – think egg and spoon races around the house, a limbo contest and a relay in the garden.

P

### Place your bets

Host a virtual 'casino' – think poker, roulette and a makeshift fruit machine. Play with monopoly money, pieces of pasta or another creative currency.

Q

### Quiz time

Are you an expert quizmaster, why not test your friends, colleagues or community by pulling together a fun quiz as easy or as hard as you like. Charge a fee for entry and maybe offer a prize for the winner

Michelle

"I want to empower each individual to find peace and comfort."

R

### Roll Out Strawberries & Pimms

Invite the neighbours for a Wimbledon strawberry and Pimms party. "Serve" delicious treats of strawberries and cream with freshly made cakes and enjoy lots of party fun before calling game, set and match!

S

### Scary Film Night

Enjoy a SPOOKtacular evening with friends and family! Ask for a donation to join in, sell bowls of popcorn and refreshments and then sit back and watch your spooky screening together. You could even have a TOMBola, or serve interval I-SCREAM to give your fundraising a BOOst.

T

### Trembling terror trail

Set up a fancy dress terror treasure trail in your area, setting spooky clues along the way and getting participants to ask for sponsorship. City centres and larger towns work best where there are more people about!

# You can make a difference.

Find more ideas over on our website! [www.cransleyhospicetrust.org.uk](http://www.cransleyhospicetrust.org.uk)



# Still stuck for an idea?

Do you fancy doing something active?

YES I want to do something active

NO I'd rather choose something else

Do you want to add some competition?

Do you and your group like food?

YES let's enjoy some competition

NO not this time

YES we love cooking and food

NO it's not really our thing



Sports day



Sponsored cycle or run



Tea party



Quiz night

**DO IT  
YOUR WAY**  
**Cransley**  
Hospice Trust

We've included a bunch of resources to help you make the best of your event!



# I'M DOING

## IT FOR

### Cransley Hospice Trust



Registered Charity No. 109034





.....

DATE .....

TIME .....

PLACE .....

RSVP .....

**CONGRATULATIONS!**

---

**YOU DID IT**

**FOR**

**Cransley  
Hospice Trust**

Registered Charity No. 1151018



**THANK YOU**



**This handy printable bunting will help you bring your venue to life!**

It shouldn't take more than 15 minutes to make! You'll need a colour printer, scissors, some string and a hole punch, then just follow the instructions below.

**Cransley**  
**Hospice Trust**



1. Simply print out several sheets of this bunting. We'd suggest at least 10 to make an impact!

2. Carefully cut around the outside of the triangles.

3. Using a large hole punch or scissors, make a circular hole where the white dots are.

4. String your bunting together using your choice of string, ribbon or thread!

5. Hang your fabulous bunting!

Registered Charity number 1151018



Cransley Hospice Trust  
77 London Road  
Kettering  
NN15 7PW  
03000 27 40 40  
[www.cransleyhospicetrust.org.uk](http://www.cransleyhospicetrust.org.uk)  
Charity number 1151018  
Registered company 08102611



Please tick the box to indicate understanding that should your participation in the planned sponsored activity not go ahead, you will notify all supporters/donors to ensure they are still happy for monies donated to go to Cransley Hospice Trust . ☐

No, you must be a current taxpayer and pay enough UK income tax and/or capital gains tax that is at least equal to the tax that all charities that you donate to will reclaim on your donations in the appropriate tax year.

[illegible]

**Total raised:**

Thank  
you





## How to pay money in?

There are several ways that you can pay your money in:

**Online** via the website donate page:  
[www.cransleyhospicetrust.org.uk/get-involved/donate/](http://www.cransleyhospicetrust.org.uk/get-involved/donate/)

**By cheque** – please make your cheque payable to 'Cransley Hospice Trust' and send it, together with your name, address and how you raised the money to: Cransley Hospice Trust, St Mary's Hospital, 77 London Rd, Kettering, NN15 7PW

We'll forward a receipt for you once the donation is received.

**Paying with cash** – please drop it into our Fundraising Office during opening hours, Mon-Fri, 10.00am – 2.00pm

**By BACS transfer** – Contact the Fundraising Office for our current bank details and for any assistance you might require. Please ensure you reference your name and/or the event so that we can thank you for your donation personally.

If you're not sure what the best way to make your payment is, please contact our fundraising team by calling 03000 274040 or by emailing [fundraising@cransleyhospicetrust.org.uk](mailto:fundraising@cransleyhospicetrust.org.uk) and we will be happy to help.

# Keeping your fundraising safe and legal



If you are organising your own fundraising event for Cransley Hospice Trust there are a number of things to consider to make sure people are safe and that money is handled correctly.

**Licences:** You may need a public entertainment or alcohol licence.

**Collections:** We can provide help with buckets and collection pots. There are strict legal requirements for public collections.

**Handling cash:** Take care and ensure you have plans in place to keep it safe and secure.

**Raffles, lotteries and prize draws:** There are strict legal requirements about the organisation of raffles, lotteries and prize draws.

**Data protection:** Make sure any electronic or paper record you keep about people involved in a fundraising event complies with data protection law.

**Safeguarding children:** If there are children at your event, you should ensure that they have permission to take part and have someone to look after them.

**Insurance:** Whilst we really appreciate your support our insurance will not provide indemnity cover for you.

**First Aid:** If there is physical activity involved in your event make sure that there is a qualified first aider on site.

**Top tip:** Use your contacts to help you and local businesses are often willing to help with raffle prizes

**Please check the website for full details:**

<https://cransleyhospicetrust.itineris.live/get-involved/fundraising/safe-and-legal/>





## What's next?

Don't forget to say a big thank you to anyone who helped you with your fundraiser and to shout about the success of the event and how much you raised. You should be very proud and people will be delighted that they contributed towards the total you have raised.

Please remember to send us some photos of your fundraiser – we would love to see them! We'll also be able to share some of your pictures on our social media channels to give you some of the recognition you truly deserve.

We don't want our relationship to end here! We'd love to continue to work with you on other fundraisers - why not encourage friends and family to host their own event, or to sign up for one of our in-house events?

Perhaps you'd consider making a regular donation via direct debit, or playing Your Hospice Lottery.

If you have spare time, we are always grateful for new volunteers, who can help us at our events, with tub collections or to join our volunteers in one of our shops!



Cransley Hospice Trust  
St Mary's Hospital  
77 London Road  
Kettering  
NN15 7PW

*Keep in touch!*

03000 274040  
[www.cransleyhospicetrust.org.uk](http://www.cransleyhospicetrust.org.uk)  
[fundraising@cransleyhospicetrust.org.uk](mailto:fundraising@cransleyhospicetrust.org.uk)

Registered charity number 1151018  
Registered company number 08102611

**Follow us on:**  
Instagram, Facebook and LinkedIn



Angela Howe passed away on the 24<sup>th</sup> July 2021, in the comfort of her own home, receiving care from a service she helped to pioneer within the county during her time as Head of Service Development at Cransley Hospice Trust.

Despite having successfully battled Cancer previously, the family were heartbroken to learn that Angela had been diagnosed with bone cancer of the jaw in 2019 and that this time, it was terminal. Her niece Amy tells us of the impact that hospice care had on Angela's final days.

During the period following her diagnosis, Angela had to endure many hospital appointments, both locally and travelling down to London, but when the time came, Angela had no fear about being admitted to Cransley Hospice.

*"She always felt comfortable in the hospice. We knew as a family that it was a positive thing for her to be receiving hospice care, as it really prolonged the quality of life she had."*

When Angela was unable to fight any longer, she knew that she wanted to die at home. With the help and support of the Hospice at Home team, they arranged a specialist bed for her – overlooking her beloved garden. Nurses visited multiple times a day and there was respite care for Angela's husband and reassurance for the whole family.

*"We knew she was in safe hands. The Hospice at Home team really did provide a safe space, not just for Auntie Angela, but for us too. We can't thank them enough."*

*"I will always feel so proud knowing that Auntie Angela's legacy lives on through the service that she not only helped to set up, but also experienced herself in her final days."*

*"You never know when someone you love will require hospice care – so I'd encourage everyone to set up a regular donation to support the essential work of the hospice. Whatever you can afford to give will make an incredible difference to families like mine".*



# My fundraising to-do list

Make a note of everything you need to do on this handy to-do list and pop it somewhere that you will see it everyday.



It'll help remind you of what you've done and what's still to do before your fundraiser.

✓ Registered for my fundraising pack



✓ Choose a date for my fundraiser



✓ Sort out a venue



✓ Set up my fundraising pages



✓ Promote my fundraising on socials



Thanks to you, more people in North Northamptonshire will be able to receive specialist end of life care.

## My target

£ .....



The image shows two women from behind, walking away from the camera. They are wearing bright green t-shirts. The woman on the left has blonde hair, and the woman on the right has grey hair. They are walking on a path with a brick wall and green bushes in the background. The t-shirts have a purple graphic on the back that says 'I'M DOING IT FOR Cransley Hospice Trust' with a heart icon.

I'M DOING  
IT FOR  
Cransley  
Hospice Trust

I'M DOING  
IT FOR  
Cransley  
Hospice Trust

# THANKYOU!

We look forward to speaking to you soon!

**The Fundraising Team**

Cransley Hospice Trust

77 London Road

Kettering, NN15 PW

03000 274040

[www.cransleyhospicetrust.org.uk](http://www.cransleyhospicetrust.org.uk)

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