



## Manisha UK Fundraising Pack

**Manisha UK** is the UK twin to Manisha Child Welfare Foundation, Nepal (MCWFN) in Nepal. Both organisations are not-for-profit charities, being run entirely by volunteers and focussed on supporting MCWFN's goal of establishing Sustainable Schools in rural communities of Nepal. In order to reach this goal it's vital we continue to fundraise so that we can create a better future for the children of Nepal.

Without the amazing generosity from people like you we simply would not be able to continue our life changing work. Manisha UK receives no government funding, so we're incredibly grateful to our fundraisers for their efforts and energy. Your decision to get involved is truly a great one. So thank you!

To ensure as much money as possible does directly to the cause, we encourage volunteers to fund the costs of their placements themselves. We do not wish for any sponsorship or donation from members of the public to be used cover travel costs or placement expenses. Additionally we do not wish individual children to be sponsored by our volunteers or for our volunteers to encourage other people to sponsor individual children. We would much rather that any sponsorship or donation of this kind is directed to the charity such that it can be used to the benefit of the wider rural communities in Nepal and thereby help establish a sustainable school that will benefit the many rather than the individual.

In this pack you'll find lots of help and advice to get your fundraising started. The pack includes:

- Idea's to inspire your fundraising (both sponsorship and non-sponsorship based)
- A sponsorship form
- Sponsorship hints and tips
- Tips for organising an event or activity
- An explanation of where the money you raise might go

*Thank you so much for your support.*

# Ideas to Inspire Your Fundraising



What Could You Do?

## Sponsorship Ideas



### Do something challenging...

- Climb a mountain or attempt the 3 Peaks Challenge
- Do a sponsored cycle/tandem/unicycle ride
- Run a half marathon or a marathon
- Compete in a triathlon



### Do something crazy...

- Bathe in a bath full of baked beans
- Shave your head
- Grow a beard/moustache
- Fancy dress cross country walk /run

## Non Sponsorship Ideas



### Do something relaxing...

- Hold a coffee and cake morning (why not ask a local tearoom to donate the cakes?)
- Hold a pamper evening - charge for manicures/pedicures/massages etc.
- Host a poker evening and donate half of the winnings



### Do something at work...

- Hold an office sweepstake for a large sporting event
- Organise a themed work party & charge entry
- Hold an office cake bake-off competition - staff members pay to taste and vote anonymously on their favourite cake



### Do something on your own...

- Stop smoking and donate the money you would have spent
- Don't go to the pub for a month and donate your beer money
- Sell homemade cakes/soup to friend/colleagues etc.
- Empty your spare change out of your purse every night for a month



### Do something with friends...

- Invite your friends to a dinner party and ask them to donate
- Rather than buy you a present for Birthday/Christmas, ask your friends and family to donate.
- Host a quiz evening with a raffle [pubs will often give you the space for free]
- Host a Karaoke/X factor evening at a local hall





## Sponsorship Hints and Tips



- **Generous sponsors.** Start your sponsor form off with your most generous sponsor. If the first person sponsors you £10, then this can set the sponsorship trend.
- **Gift Aid.** Don't forget to ask your sponsors to tick the box if they are UK taxpayers. Manisha UK can then claim an extra 25p for every £1 donated. Just follow the guidelines on the sponsor form.
- **Collect the pledge straight away.** Try and collect your sponsorship money at the time of the pledge as people may forget that they owe you money.
- **Raise money, save time, do it online!** Online sponsorship, it's so simple. Visit [www.mcwfnepal-uk.org](http://www.mcwfnepal-uk.org)
- **Set yourself a target.** A high target can really motivate people, so tell people your goal and ask them to help you reach it.
- **Fundraising at work.** If you are currently working, the best place to start fundraising is at work. Use email, pigeonholes, internal mail, or at social gatherings to ask your colleagues to sponsor you.
- **Staff newsletter.** Use your internal communications to market your fundraising event.
- **Ask everyone.** Highlight the challenge you are taking on, and ask everyone you know for their support. Take your sponsor form everywhere you go. You never know who you'll bump into.
- **Smile!** Be happy and never feel guilty about asking people to sponsor you.
- **Remember to return your sponsor form.** Please ensure you return your sponsorship form (or a copy of it). This will enable the charity to claim any Gift Aid.

# Organising an event/activity



Follow this simple guide to successfully organise a fundraising event in aid of Manisha UK.

## 1. The Event

Do you know exactly what your activity will be? Could it follow a theme? Here are a few suggestions to inspire you:

- Dress down at work for a day, hold a Quiz night, organise an auction of promises, hold a Nepalese evening with Nepalese food and music, have a reunion, organise a masked ball or even piggy-back other events.

## 2. The Location

Where will you hold your event? How much space will you need? Could you host it at home, in your workplace, a local church, hall, school or community centre?

## 3. The Date

Consider the best date for the highest attendance? An office party might be best after work, or on payday. A sports club event would work well at its peak time. To involve children, choose the weekend or after school. And don't forget to ensure you have enough time for planning and preparation for the event.

## 4. Guests & Publicity

Who do you want to invite to your event? Is your event for family and friends? Is it a work event? If so, could you invite Customers and colleagues? Or is it a larger event that would benefit from publicity from a local newspaper?

## 5. Reaching your goal

Have you set yourself a fundraising target? Tell friends and family how much you aim to raise so they can help you achieve this. Here are a couple of other ideas to help you raise even more:

- **Raffles/Auctions:** If you need donated gifts as raffle prizes, you could approach local businesses or companies for prizes or auction lots.
- **Match-giving:** Your employer may offer a match-giving scheme, where for every pound employees raise for charity, the employer donates another pound. Why not check with your manager if your employer will match your fundraising?

## 6. Minimise your costs to maximise your fundraising

Ask for favourable rates on everything from venue hire to food and drink. You'll be amazed at how generous people are. Groups or bands will often perform at charity events free of charge or on an expenses only basis.

Food and drink is often the focal point of a fundraising event and allows the ticket price to be higher. Ask your friends to help in the preparation to keep costs down but do make sure hygiene is maintained and that the quality and quantity is consistent with what has been advertised.

## 7. Tell people how the funds will be used

On posters, tickets and in any speech or presentation, make it clear that all funds raised will go direct to the charity (i.e. are not being used to fund your volunteer placement travel and expenses).

## 8. Ask Manisha UK for help and advice

We'll be happy to give you advice and, subject to a trustee being available, may even be able to come and speak at your event.

*Where your money goes...*



*£5 will buy a child's school uniform*

*£30 will enable a whole class to eat lunch for a month*



*£80 will fund one qualified teacher for a month*



*£100 will cover the full running cost of a school for a month*

