

How to.....Develop a Fundraising Plan

There are four steps to successful fundraising plan, plan, plan and work. Because there is so much truth to this advice, it may surprise you that this how to is relatively short. That's because planning for fundraising is not difficult to explain, nor is it difficult to do. Not only is planning fully three-fourths of what makes for successful fundraising, it is also true that one hour of planning can save you three hours of work. But the final and most important truth is that planning does not take the place of doing.

Given that you are going to have to work your plan in order to raise money, how can a workable plan be created? There are six steps:

1. Create a budget.

The first step in developing a plan is to come up with a budget. A budget is simply a list of items on which you will spend money (expenses) and a list of sources from which you will receive money (income). Your budget does not have to be a fancy affair based on elaborate spreadsheets just something you can keep a track of what you raise.

Your first target should be to reach a balanced budget (when your income matches your expenditure) overall and for each event and then move into making profit.



Steps to developing a fundraising plan:

- 1) Develop a budget
- 2) Determine the amount of money to be raised
- 3) Set income goals from different sources of funding
- 4) Decide how many donors you need to meet your goals, and select the best strategies
- 5) Put the plan into a timeline
- 6) Evaluate your progress regularly

Task One:

Expenses Versus Income

First you need to divide into two subgroups: one to estimate expenses and the other to project income. When these tasks are completed bring them together and work out your target.

Estimating Expenses

The expenses should be a realistic estimate of all your costs for example, Printing, Postage, Room Hire, Phone Calls, Event costs (food, drink) etc.

The process of figuring expenses and income must be done with great attention to thoroughness and detail.

When you don't know how much something costs, do not guess. Take the time while creating the budget to find out.

Balance Sheets Explained

A balance sheet is a financial statement that summarises the progress of your fundraising efforts at a specific point of time. It is important to keep an up to date record of your balance so you can measure the success of your fundraising.

Projecting Income

At the same time as your preparing your expenses you need to be working on calculating your projected income. Crucial to this process is knowing what fundraising strategies you intend to use (group events, individual events, grant writing) and how much money these can be expected to generate.

2. Identify funding sources.

Can current sources be leveraged to produce more income? Are there any audiences you are not tapping into? Have you considered grants and sponsorships? How about product sales or earned income from a job?

3. Set income goals.

It is important to set out your goals for each event and also an overall target amount to be raised. This should be made up of expedition costs weather it 25% 50% or 100% of the over all cost. Remember you can include things such as discounts from local outdoor equipment stores as part of your fundraising effort.

4. Decide how many donors you need.

Match the number of donors you need to make your goals for each event with strategies that work best for reaching those numbers.

5. Put it on a time line.

Put the entire plan, including all methods of income generation, onto a time line. Fill in a year's calendar with

specific activities, and identify who will be the lead for each of those projects. Go further by developing timelines for each fundraising activity.

6. Evaluate your fundraising plan during the year.

Evaluation will improve your results. Plan to evaluate what you are doing every few months. Develop what criteria you will use, such as amount raised, number of new donors, how many contacts you've made with foundations, improvement in donor cultivation activities. What accounted for the biggest successes? What were the biggest challenges? What should you change, drop, or add?

And that's it your fundraising plan in born. The next step is to put it into action. Remember an ineffective fundraising plan is a waste of precious money and time; a bad plan may spell doom on your ambitions to be a successful fundraiser. Always create a plan that is flexible, so that you can make minute adjustments as and when it is necessary. Never be rigid in your outlook and be inventive in your thoughts and actions.



Example Fundraising Planner

Following your Fundraising Presentation

- You must all have clear roles within the fundraising group. If they weren't decided during your presentation, please email us to let us know! Consult your fundraising booklet for descriptions.
- Complete a spider diagram of all of your contacts, how they could potentially help, etc to take along to your first fundraising meeting.
- Find out about local companies in your area - get addresses & contacts.
- Find out about all local charities in your area extra to the ones provided by us. Ask your head teacher, some schools have established links to funding.
- Discuss ideas for a major event you would like to do & possibly arrange a sub committee.
- Organise 2 or 3 smaller events straight away- raffle, sponsored event, bake sale, bag packing.
- Find out what grants are available within the School & local education authority.
- Plan your group leaflet.
- Buy raffle tickets from us. What you don't sell we will buy back from you! Order as a group to spread your p&p costs.
- Find out about local events / festivals through out the year that you can attend, and plan how you can use them to fundraise.
- Plan local media contacts – newspapers, local radio stations.
- Contact supermarkets and get some bagpacking dates!
- Look at the fundraising calendar and plan everything in advance!

Before Christmas

- Have clear aims and goals for the xmas holidays.
- Make sure you have a completed group/individual letter and send it out as soon as possible to grant trusts, charities, local councils and companies etc. Include a leaflet along with it to stand out from other applicants.
- Organise smaller events – raffle, sponsored event, bake sale, bag packing ready for after the school holidays, so that you get straight back into the momentum when you return (although be careful around your exam period).

Over the Xmas holidays

- Sell raffle tickets to friends, family etc – you see a lot of people over Christmas that you won't for the rest of the year, so make lots of cash
- Keep in contact with the rest of your group and update them on all money you have been raising over the holidays
- Plan your sponsored event.

January

- Organise your valentines events, have a look at the A-Z for ideas, think romantic or anti-romantic!
- Plan an Easter event. The Easter period is a good time of year to hold a bigger event so start planning now.
- Start looking at flight costs if you haven't already

- Organise 2 smaller events
- Apply for all School / LEA grants if applicable
- Buy more raffle tickets
- Sell more raffle tickets

February

- Start organising your major event (for summer time)
- Chase up all people / businesses who have received letter / leaflets asking for support.
- Hold your valentines events!
- Organise your Easter event as well as 2 smaller events – eg raffle, male leg waxing event, carwash.

March

- Organise your major event, if it is a big event be sure to contact Lions int, Round Table and Rotary Club to invite them along.
- Possibly arrange some more bag packing days.
- Organise your Easter event.
- Organise 3 smaller events – raffle, sponsored events, non uniform day.

April

- Hold Easter event.
- Finish organising major event, make sure you have contacted and invited everyone (including local business people).
- Chase more of your contacts for goods & services as well as donations.
- Organise 3 smaller events – raffle, sponsored sports event
- Buy more raffle tickets
- Sell more raffle tickets

May

- Hold major event – now is the time for a ball or a fete, think big!
- Finalise equipment that you'll need for expedition.
- Plan and organise your last few events whilst you're all still in school and meeting regularly, and prepare goals for summer and your individual efforts.

Summer

- Go on expedition and have the time of your life!

OR

- Whilst on your school holidays make sure you are still focussed on fundraising! Lots of opportunities to sell your wares at Summer fetes or hold barbecues.
- Sell your raffle tickets to family and friends you don't see for the rest of the year

- Keep looking into grants and sponsorship!

September

- Return to school and throw yourself back into your school fundraising efforts.
- Plan 2 or 3 small events for before Christmas
- Plan your approach to Christmas. Christmas is a massive money maker, everybody's feeling generous and so it is the time to sell your wares. Start thinking plenty in advance.

School's Fundraising Calendar of events 2012/13

January

New Year Party – Whenever you all get back to School it could be lots of fun to arrange a belated New Years Party, no need for vast amounts of organisation. Get a free venue, management are usually ok with you charging a ticket price on the door as long as they get lots of sales at the bar on a night that is usually quiet for them. Spread the word with a bit of publicity/facebook/poster in your common room. Get a friend to sort music/band and simply have a party!

End of Exams Party – We know that you all have lots of work in January and that you will be dealing with revision alongside fundraising, so why not have a celebratory event at the end of your exam period and sell tickets to the event. Remember, any events you hold are a fantastic opportunity to sell raffle tickets.

Burns Night (25th Jan 2013) – A Scottish tradition celebrated everywhere; get some Scottish refreshments, kilts and haggis! You could have a party or alternatively set up a themed refreshments stall in a communal school area to celebrate. We don't want you spending your own money on the refreshments, so write off to/ ring local bakeries/supermarkets for some Scottish themed nibbles.

February

Chinese New Year (10th Feb 2013), Year of the snake - Whether you have a Chinese snake themed fancy dress party, a Chinese cookery night, or simply a night in with friends and a Chinese take away, this is a fab way to make money – especially if you get donations for free meals or takeaways from local Chinese restaurants in your area as raffle prizes. Remember any events can give a lot of business to local companies.

Valentines Day (14th Feb 2013) - Always a good time to make money, as no-one wants to be alone on valentines! Have a valentines disco or, even better, go for an anti-valentines bash. Set up a card delivery service or sell roses during the day, special occasions are great for fundraising.

Rugby Six Nations (2nd Feb-16th March 2013) - Project the games onto a big screen in your school hall and charge admission and have a refreshments stall. Write off to your local teams and see if you can get any themed or signed merchandise! Invite your school team and plenty of dads.

Pancake Day/ Shrove Tuesday (12th Feb 2013) - Make plans in advance to get free packs of pancakes and toppings, or make your own in bulk. Set up a stall with a little gas stove or microwave to make sure they are warm – sell in a busy area around school and always knock on the staffroom door tempting teachers to buy delicious pancakes.

Ash Wednesday/ beginning of Lent (13th Feb 2013) - Save the money you would have spent on chocolate! Get a sponsorship form together and get your family and friends to support you giving up something genuinely hard for you! Make bets with friends and housemates to see whether you can resist your temptation (but make sure you keep to it!).

March

St David's Day (1st March 2013) – Have a Welsh Themed Party and take inspiration from sheep, miners, Tom Jones, Gavin and Stacey, Shirley Bassey and all the great Welsh! Promote the night in advance, aim to fill a venue to capacity and charge an entrance fee. Sell some Welsh Cakes, Leek & Potato soup and Welsh rarebit – and everyone will be happy!

Mothers Day (10th March 2013) - Teenagers are generally a little forgetful with this holiday! Utilise this by selling cards/flowers/chocolates around school or college. Always make a profit. Get as many freebies as possible, be imaginative.

St Patrick's Day (17th March 2013) - Always a great excuse for a party, take packs of green face paints and sell them for a profit, any cheap St Paddy's merchandise from Poundland can always make you money on the day and sell raffle tickets to all around. Theme your party with Irish punk folk and have a craic-ing good time!!

Easter Sunday (31st March 2013) - Approach local primary schools after hopefully already establishing a good relationship (perhaps by giving an educational presentation) and see if you are able to host an egg hunt, egg decorating competitions, Easter bonnet parade either within or between schools. Ask for 50p to enter and get local papers/publicity involved.

April

St Georges Day (23rd April 2013) - Research if your city has an event on, see how/if you can get involved with this. This may involve you contacting the council/Round Table/Rotary Club/Lions Int; aiming to get money from the public. Shopping centres/markets always makes a vast amount of money. Don't forget to display the Operation Wallacea logo and your school emblem.

May

Barbeque/Pimms Party - The summer weather will hopefully will be on its way so try to get lots of refreshments like barbeque nibbles, ice-cream and jelly on the cheap and sell on to make a profit! You could either host your own BBQ in your garden with help from the 'rents or get ambitious and hold a large scale event in your school playground.

June

Sports day! - Have a look at the many sports events we have suggested in our A-Z and take your pick! Either hold it as a fun event in school, or pick a nice summer's evening or weekend contest! Always most fun when you bring out the competitive spirit and so best when pitting pupils against parents or teachers!

July/August summer holidays!

Just because it's your holidays, don't get complacent with your fundraising effort. Still meet regularly with your group, plan summer events or concentrate on grants. When the weather is nice, take advantage and hold your outdoors events.

Car Washing - Far less unpleasant during summer months!

Sponsored Events! - This is a time of year when you are likely to see family and friends you don't see so regularly, so what a great time to get your sponsor form out! The weather's nice for doing your events, just make sure you planned them plenty in advance so that you were able to promote your good work whilst still in term time also, this means that you would have accessed the largest amount of people!

Newsletter/Flyering - Summer you have a nice amount of time on your hands so it would be great if you could make a newsletter or flyer detailing what you are doing. Take it around your neighbourhood and post it through doors offering to do car washing, odd jobs, etc, promoting the good work you are doing and appealing for support.

September

Return to school and start throwing yourself back into events! Take advantage while the days are still fairly light and weather still mild by continuing any summer type events. Start thinking about the approach towards Christmas, because it is a great money making season, so needs planning.

Back to school party - Take advantage of the fresh return to school, before you're all fed up of it already, and have a school themed party!

October

Halloween (31st October 2013) - Oh the spooky possibilities are endless. Throw a Halloween party, create a haunted house out of your home or school hall and charge entry (spiderweb it up, have a set route and get budding actor friends to jump out and scare people), have an autumn fair with apple bobbing and traditional Halloween pastimes. Pumpkin carving competitions are always interesting and make sure to get a themed prize for the winner.

November

Guy Fawkes Night (5th November 2013) - If you can have some responsible and willing adults involved and can get it passed health and safety regulations, what a great night you could have. Have a bonfire and fireworks display and make sure to serve hot soup and drinks.

Thanksgiving Dinner (28th November 2013) - Take inspiration from our friends across the pond. See if you can convince your school's canteen to serve up roast dinners, charge a little bit extra and give you a cut of the profits! Maybe you can offer to help wash up to persuade them.

December

CHRISTMAS!!!! (25th December 2013)

Christmas Delivery service - Offer card or candy cane delivery service amongst school, charge for the service but you could also sell cards, etc and deliver during a convenient time! Offers people a chance to be anonymous, send sweethearts a message, or get cards to people in other form or year groups.

Christmas fair - Host a Christmas fair in your school, or approach all of your old primary schools and see if you can have a stall.

Christmas Crafts - If you are creative, now is the time for the big sell on crafts! Make Xmas decorations, cards, gifts and sell sell sell.

Christmas Dinner - Like the Thanksgiving dinner, try and convince your school canteen to dedicate a day to cooking Christmas roast dinners. Increase the price and take a share of the profit in exchange for publicising it to the max!

Christmas Party - Who doesn't enjoy a Crimbo party? Up to you on whether you hold a lower school disco, a 6th form party or a sophisticated evening do for parents and teachers with your group as the waiting staff. Make sure to plan these types of events plenty in advance in order to get decent and cheap venues, publicise properly, get decent entertainment, etc.

Christmas piñata party - Ok so that's a bit ridiculous, but put a Christmas theme on anything you do and see it cheer people! If you're doing a cake sale, get Christmas cookie cutters, a car wash sounds far more exciting as a Christmas car wash! Hold parties, sell mistletoe and get merry. The possibilities are endless.

Tried and Tested Ideas and the Results

Schools Success Stories 2009

Seven Oaks School

- In 2008 the school held a 6th Form Christmas Dinner where catering staff at the school provided a huge spread of food. Each Student paid for a ticket, and overall it raised a large amount for the group funds.
- Organised numerous discos for the lower school to get them involved, the money was then split with various different charities that the school supported.

Macclesfield High School

- The school set up a scheme with the local garden centre, in which they sold plants to students, teachers and parents, and then the students received a cut of the profit. This was also good publicity for the nursery.

Birkdale School

- Two Students in 2009 raised the full amount of money for the trip purely through fundraising. They held stereotypical fundraising events i.e. car washes, sponsored walks and silences etc.
- The students held a tuck shop selling fizzy drinks at lunch times that did amazingly well as the school had banned vending machines.

Stowe School

- Group fundraising managed to make them 30% of their overall expedition costs, this does not include individual efforts.
- The students organised Stowe School Pyjamas to be made for the leavers instead of leavers's hoodies.

Coulsdon College

- They organised a jail break day for the students in the group, the jail break was held within the London underground in which they had all day to visit as many underground stops as possible. Each student got sponsored a certain amount of money for each stop they managed to visit. The expedition leader over saw the whole day and handled the health and safety side of things.
- During an activity day at the school, the students held a car wash in the school car park where teachers paid £5 to have their car cleaned. This made over £300 just in one day.
- The group have been offered a Carol Singing spot in Central London next Christmas to raise money for the 2013 trip-busking!

Melksham Oak Community School (The George Ward School) 2009

- The group held a Valentine's Ball which made a profit of roughly £800 just on the bar. The students also held a raffle along side the Valentines Ball with prizes that had been donated from local businesses, one of these prizes was a brand new guitar from the local music shop.

- The students ran a number of trips for the lower years, a day out to the local swimming complex was the most successful. The group arranged everything themselves, the coach, the costs and the health and safety risk assessment. This is a brilliant way of giving something back to the school as a thank you for supporting the expedition.
- A wine raffle was held regularly in the staff room, which made small profits frequently, this was a great trickle of money into the kitty.

Clitheroe Royal Grammar School

- Five students managed to raise the full amount, and the other twenty-five raised at least half.
- From the 3 years of experience fundraising for Operation Wallacea, the students found one of the most successful events to be expedition themed parties for the Sixth form students (South African theme was a favourite of theirs!). Local venues were hired out for a small fee and a profit was made on the door with a ticket price.
- The staff that were involved in the expedition each year always organises a pre-expedition as a group fundraiser, but also a big team activity. In 2009 they did the 3 peaks challenge, which worked amazing, and helped to assess the kids fitness and ability. It helped to get them working as a team in an unfamiliar environment before they go abroad, as well as raising just over £500 from this sponsored event.
- Smaller events within the school were also very successful, they held Easter Raffles, hunts and face painting for the younger members of the school.

Alcester Grammar School

- The students from this school each raised close to the full amount.
- Numerous discos' were held for the lower years that worked well and got the younger members of the school involved.
- Their biggest money maker was a Ceilidh that was held for the sixth form group. Over £600 was raised through tickets sales, the food and bar. This is the average amount of money that they raise at each school event.

Strode's College

- Managed to raise £5000 in 2009 from group fundraising activities. Fundraising activities included washing teachers cars (£5 per car), cake sales, a sponsored walk, quiz nights and an after-Christmas-sale.
- The group also got sponsored £5000 from the College Foundation which they applied for by letter. This totalled £10,000 in group activities which doesn't include their individual efforts.
- One student from this school managed to raise the full amount.

Schools Success Stories 2010

Leith Academy

- Raised 60% of the overall expedition cost.

- They made a great £900 from raffle ticket sales.
- The group held various evening events including a Spanish Themed Fiesta night which made £476, an Indian Curry night and quiz making an amazing £712, and they also held a Burn's night which made a nice £590.

North Kesteven School

- As a group they raised £10,000 towards the trip, which was split between 18 students, this did not include their individual fundraising efforts.
- They held a teachers Christmas quiz, where each department went head to head. The teachers paid £5 each to enter, the winning team won a trophy which was donated from a local company. The trophy now stands in the winning department.
- The Royal Bank of Scotland helped them to raise a nice £210 with a paid survey. £3.50 was given for every survey that was completed, with a limit of £60 surveys.

St Albans Catholic High School

- The group held a Cuban Themed Disco for years 4, 5 & 6 from three primary schools in the area. They charged £3.50 per ticket and organised refreshments, games and a disco on the night. They had about 100 pupils attend so made just over £350.

Thetford Grammar School

- Raised an astonishing £2500 in one night from holding a hog roast/dance event. They had a live band with a hog roast and raffle. The prizes, the band and the pig were donated to the cause from various different people/parents, they also ran their own bar to maximise profits.

CTC Kingshurst Academy

- The group held various fundraising events including a school disco (£750), a skittles evening (£600) and a pub quiz with a raffle (£600). Great effort!

Kings College

- The group made a calendar with photos from the previous trip to South Africa with Operation Wallacea which they sold to friends/family/pupils and teachers. This raised them a fantastic £400.
- A biodiversity walk was arranged to raise awareness for the Harlequin lady bird-1km lady bird hunts were organised all over the country so the school took part and were sponsored for every lady bird found. Around £350 was raised – each person was given the target of getting £20 sponsorship. It raised awareness for biodiversity monitoring in the UK – the school contributed here and abroad.

King Edward's VI School for boys

- The group organised a sponsored tree planting campaign outside of the school with money being paid for each tree/hedge planted in a designated area in the local country park. This also continued the conservation theme, and gave the community an active input into the conservation of their area.

The Kings of Wessex School

- Starbucks ran a scheme with this school that made them an amazing £1500! Starbucks gave the school group loads of Starbucks merchandise and big vats of coffee to sell in the local shops/car parks that worked really well. They also allowed the students to put a loose change bucket in the local store.
- The school also held a quiz night that made a great £400.

Harrogate Ladies' College

- The group organised many fundraising events throughout the 18 months prior to their expedition. This included: an auction, race night, key stage 2 holiday science club, recycling mobile phones, non uniform day, chocolate tombola, cake sales, bagpacking, babysitting service and a sponsored walk.
- The Auction was the single highest fundraising event, they rung lots of businesses and asked parents for donations. They managed to get a session in a flight simulator, holidays in the UK and abroad, as well as wine, paintings and cake. This event raised over £1000!
- The group held a day over the summer holidays every week for the primary school kids in the area, called the key-stage two holiday science club. The school allowed them to come in and use the labs during the holidays, the group set up challenges for the kids to complete. They charged parents £25 a day for this service. This successfully raised over £1000.

Jersey College for Girls

- They ran their own raffle at Christmas with donated items, which raised around £600. They also ran a quiz night and did lots of sponsored activities in their designated smaller groups making a nice £1000.

Chepstow School

- The group held two Neon Disco nights with glow sticks, fluorescent glasses and paint was bought in bulk and sold for a profit for the disco. Costs were kept really low by utilising support from staff, borrowing equipment such as the music system for free, and buying refreshments at wholesale price. The group took song requests with the ticket orders and compiled a play list that was played over the school PA system with strobe lights for cheap but perfect disco. This made a tidy £180 Profit and everyone felt that this could be an event that could be repeated to really build up some profit!
- Chepstow felt that the best events that they held were those of already established school events that they were able to support. Their year 8s and 10s have OSCARS and BAFTAS award ceremonies where the best students in different subjects are celebrated. A black tie event, the Opwall group sold mocktails themed towards their expedition with fancy names and glass decoration (coloured sugar, etc) and made a handsome £300 at each evening!
- **As ever, the car wash was a big hit! Especially during INSET and taking advantage of their school car park which fortunately was next to a leisure centre.**

Schools Success Stories 2011

Boston Grammar school

- The students have just held a Ball at their school and made an amazing £1600 in profit from ticket sales, drinks and refreshments and from a raffle they held on the evening!!

Individual Success Stories

- A student from Stowe School in 2009 was an extremely good drum player, every week for 18 months he gave drum lessons to numerous students, making £700 towards his own trip.
- Two students from Hitchin Girl's School in 2009 got involved in the bags2school scheme, which is a clothes recycling scheme (<http://www.bag2school.com/u/k/home/>). Each drop off raised about £120, and they did various drop offs around the holiday season.
- A girl from Hitchin Girl's School in 2009 got sponsorship from her Dad's company of £1000 and continued to fundraise and managed to make the full amount.
- One student from Alcester Grammar School in 2009 designed a Christmas Quiz and sold it to students around the school for £1 a copy-good little money earner.
- A pupil from CTC Kingshurst Academy 2010 made three cakes every Thursday for the whole two years of fundraising which he gave to his teacher to sell in the staff room. The pupil raised £2400 from this alone!
- A boy from King Edward's VI School for boys in 2010 managed to raise over £1500. He did this by running a weekly cake sale for all staff and students, he raised over £75 a week for doing this.

Events

Bag packing

Macclesfield High School 2009

- The group said this was by far their most successful fundraiser. The students wore school uniform during the bag packing (even on the weekend), they found the customers were more willing to support the kids when they had made the effort to look smart. This was a great way of letting the community know what the school were doing, and gaining a much wider support.

Hitchin Girl's School 2009

- Hitchin Girl's School found the bag packing to be extremely successful at Tesco. The students reached making £12 an hour, and on average raised £7 an hour. Many of them brought parents, brothers and boyfriends to help, turning it into a huge team effort.

Melksham Oak Community School (The George Ward School) 2009

- They found bag packing at Christmas and Easter to be a great success. They got team t-shirts printed so that they could show the public what they were doing and where they were from.

Leith Academy 2010

- Made an amazing £7035.50 through 10 different bag packing events over the Christmas period!!!

North Kesteven School 2010

- Made a total of £900 in just one day of bag packing! Great effort.

The Kings of Wessex School 2010

- The group never made less than £800 at each bag packing day, they said it was by far the best event they ran.

Boston Grammar School 2011

- Boston Grammar school have been very impressed with the lucrative nature of bag packing – their efforts in Sainsbury's in the local village of Spilsby on the 23rd and 24th December raised over £800 in just the 2 days for the 6 students.

Recycling

Thetford Grammar School

- Made £400 through the "bag2school" scheme. The school produced a ton of second hand clothing and the scheme paid them 50p per kilo.

Sheffield High School 2011

- The group managed to gather 2340kg of textiles-over 2 tonnes for the bag2school scheme, this made a whopping £1170 profit for their old clothes, shoes, belts and bags!

Refreshments

Coulsdon College

- In 2009 the students held cake sales/refreshments stalls at each school event and during lunch times, making roughly £80 each time which added up through out the year.

Clitheroe Royal Grammar School

- The students in 2009 held regular cake sales in the main school (as the sixth form was separate), they found this to be extremely successful and it helped to raise the profile of the expedition amongst younger kids.

Alcester Grammar School

- The students in 2009 held refreshments stalls at every parents evening, raising £50-£100 every time. Overall this raised roughly £500.

Leith Academy

- The group in 2010 set up a soup and sandwich stall for the staff on Inset days, and also linked this in with the primary schools in the area as well; they found this to be really successful. £238.50 was raised; about 50% of the staff took up the offer on the first day of term after a break so it meant that they didn't need a packed lunch. It needed advance planning to identify who wanted what for the catering and purchase and a member of staff to supervise with a current food-handling certificate. They pulled in the team of students (it was an In-service so they were free) and also a few parents to help prepare and then serve to an appreciative audience.

Krispy Kreme Scheme

Stowe School 2009

- The groups main fundraiser was through the Krispy Kreme donuts scheme, buying them in bulk and selling them on at every available moment. They had three designated days for selling them over the year, taking pre-orders to maximise the sales. The donuts are freezable, and as they are a boarding school, they were able to sell them to dorms.
(<http://www.krispykreme.co.uk/fundraising/raise-dough/>)

Coulsdon College 2009

- For the past 3 years the students have done the Krispy Kremes scheme, this has every time been their biggest money maker.

Grants

Clitheroe Royal Grammar School

- In 2009, 3 students of the fundraising group successfully applied for sponsorship from The Youth Bank, they received the full amount for their expedition. They concentrate on sponsoring projects that will give a specific community help.

Leith Academy 2010

- Applied to a scheme with the Young Scot Card called the Young Scot Action Fund and got a small group grant of £500.
<http://www.youngscot.org/channels/haveyoursay/?id=3390&a=d&sr=65>

Checklist

Groups.

Funding

Councils

- Parish
- City
- County

Organisations

- Rotary
- Round Table
- Lions International

Group Grant Applications:

- Called
- Written
- Sent

Bag packing booked

Raffle tickets purchased

Spoken to Primary Schools

Group events decided for:

- December -Christmas events?
- January
- February -Valentines disco?
- March

Contacted www.bag2schools.com

Individuals.

Grant Applications:

- Called
- Written
- Sent