

YOUR FUNDRAISING GUIDE



St Andrew's
Community Network





Thank you so much for fundraising in aid of St Andrew's Community Network. People like you make what we do possible - you really are changing lives.

As a charity, we rely on your kindness and generosity to continue to provide our vital support to communities throughout Liverpool. By fundraising in aid of us, **you are helping us set people free from poverty.**

Whether you're an old hand at this or it's your first time fundraising, this guide is full of useful information, tips and ideas to help your fundraising be as successful as possible.

We're supporting you all the way. For more info, visit www.standrewslive.org.uk/changemakers or contact us on giving@standrewslive.org.uk or 0151 226 3406 and our fundraising team will be happy to help.

Big or small, every gift makes a difference. Become a ChangeMaker today.

**THANK YOU,
CHANGEMAKER.**



WHY FUNDRAISE?

So many people in our communities are affected by poverty, struggling to make ends meet and unable to put food on the table. **Our support is a lifeline** to them.



OUR VISION

To see our communities, cities and region set free from the life-changing consequences of poverty.

Our goal is simple. **We want to set our communities free from poverty by affecting locally-rooted change.** By fundraising in aid of us, you are helping us achieve this. You are changing lives.

We are supporting thousands of people every single year as we work to build **financial resilience**, **food security** and **sustainable communities** throughout the areas we work.

See our impact across 2022/23 in numbers below

13,447

people fed through our Foodbanks, including 4221 children

£460k+

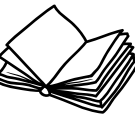
increase in annual income for those supported with benefits advice

£6.9M

worth of debt managed throughout the Network

£347k

saved for community pantry members across the year



Behind every impact statistic, there are stories of real people who have been supported by our work. Have a read of Linda's story...

Linda's Story

Linda is a single parent who came to us for support last year. She had been served an eviction notice, and had several debts which had built up throughout the pandemic. She was gambling to try and win back the money she owed.

We worked with Linda, providing advice and referring her to a service who could represent her at the eviction hearing. Unfortunately, Linda's mental health deteriorated and she was unable to stay engaged with our services which led to her eviction.

After her eviction, Linda reached out to us again for support. We were able to place her into a 'Breathing Space' which gave us the time we needed to complete a Debt Relief Order application.

Linda's application was approved.

As a result of working with us, Linda has been **set free from debt and has a fresh start** for herself and her child. She no longer gambles, and **feels in complete control of her finances**. She says **her mental health has improved**, and that she feels a huge sense of relief.

HOW YOUR DONATION HELPS

Every single penny you raise makes a difference to the people we support, and helps us set people free from poverty. All the money we receive from your fundraising goes towards our vital work.

See the impact of your donation here



Could purchase a fridge or freezer for a new Local Change Hub, allowing them to safely store food and run a community food pantry



Could cover the cost of delivering food to our food hubs for two months

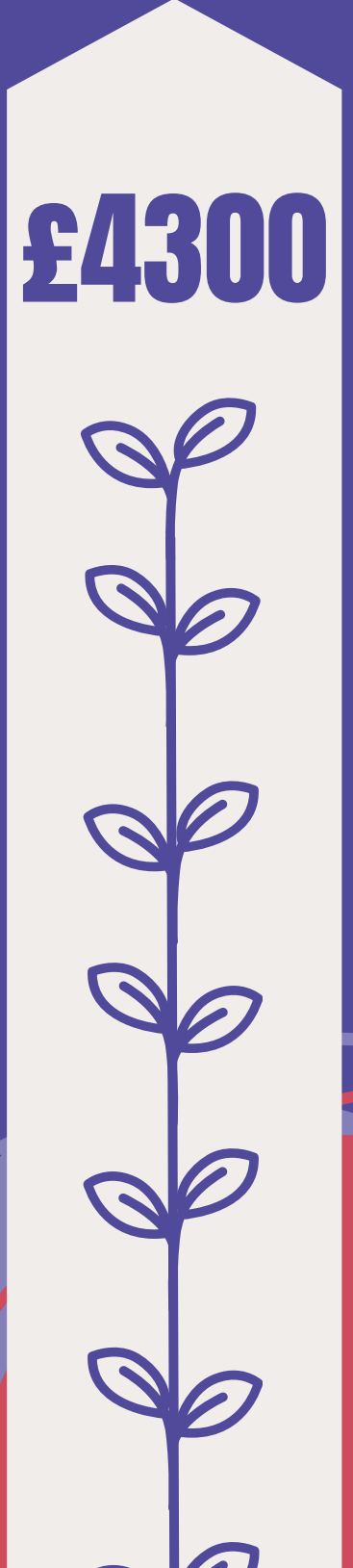
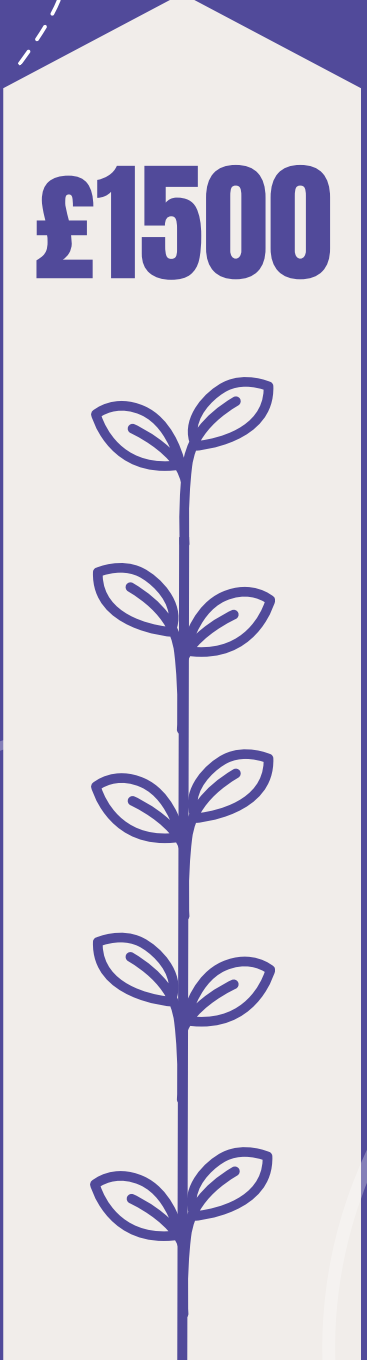
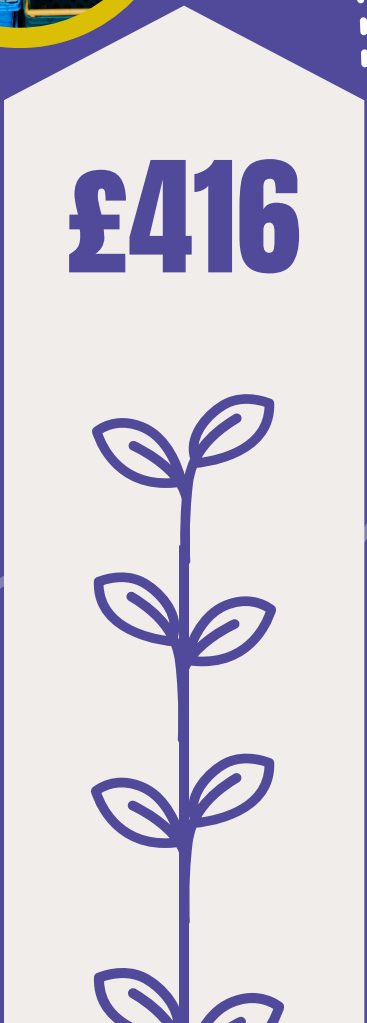
Could cover the average cost of buying in food (inc. fresh fruit and vegetables) for one of our community food pantry sessions



Could provide a family of four in crisis with an emergency food parcel from a Foodbank for three days

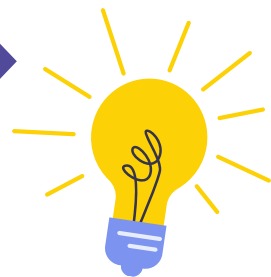


Could provide an hours debt or benefits advice session with one of our fully-trained advisors



FUNDRAISING IDEAS

TO GET YOU STARTED



There are so many different ways and opportunities to fundraise that sometimes it can be difficult to know where to start! Take a look here for some inspiration and ideas to get your fundraising journey started.

If you need any extra leaflets or resources to use for your event, please don't hesitate to get in touch with us and we'd be more than happy to send some over!

FIVE MIN IDEAS!



Head or Beard Shave!

If you're feeling brave or just fancy a change, this one might be for you! Ask for sponsorships to shave your hair or beard - remember to take before and after photos!



Facebook Birthday Fundraiser

Start a fundraiser for us on Facebook and ask your friends and family to donate for your birthday!



Dress Down Day/ Non-Uniform Day

Ask your school or work place if you could do a dress down day or non-uniform day, with people making a donation to take part!

We appreciate each and every single one of our incredible ChangeMakers who fundraise for us and will be supporting you all the way! One thing we do ask is that you try to avoid food waste as much as possible in your fundraising. So while a bath of beans might seem like a great idea to raise some money, please avoid this sort of event!

I'VE GOT SOME TIME...



Car Wash

Choose a place - maybe your work or local church's car park - and ask people if they want their car cleaning on the way in! You can charge a fee or ask for a donation, just make sure they know it's for charity!



Sponsored Silence

Download our sponsorship form, and ask family and friends to sponsor you to stay silent! It could be for a couple of hours or a whole day - you decide!



Take on a Run!

Set yourself a running challenge! You could do 5k a day for a month, or if you're ready for a big challenge you could even take on a marathon! Set yourself up a JustGiving page and make sure to link it to ours. Don't forget to update your donors on your progress!



Sponsored Bike Ride

Get a group together, decide on a route and then get cycling!



Supermarket Bag Packing

Get in touch with your local supermarket and ask if you can do a bag pack! Take some collection buckets, and help people back their bags as they come through the tills.



Coffee Morning

Get together with a group of friends or colleagues to put on a coffee morning. Enjoy a hot drink, have a chat and ask for donations. It's a great way to raise some money!



Bake Sale

Make (or buy!) some cakes and treats to sell at work or school!

I WANT A CHALLENGE!



Do Something Extreme!

Feeling brave? Why not do something a bit different! From a bungee jump to a skydive, there's loads of different options out there! Make sure to set up an online giving page to boost your donations.

OUR TOP TIPS!

1 KNOW YOUR CHARITY

People may ask you questions about who St Andrew's Community Network are and the work we do. It's always good to have some information to hand, so take a look through [our website](#) and get in touch if you would like any leaflets to distribute!

2 SET A TARGET

Setting a target will give you a goal to aim for and could encourage people to give a bit more to help you reach it. But don't worry if you don't get there! Any donation - whether it's £1 or £1000 - makes a real difference and helps us continue to do what we do.

3 SET UP ONLINE PAGE

Online fundraising pages make it easy for family, friends and colleagues to donate and also give you the opportunity to keep everyone updated on your progress! If you're organising an event, having an online page means people can donate even if they can't make it on the day.

Visit our [JustGiving page](#) to set up your own page!

4 MATCH GIVING

Companies will sometimes match what their staff raise during their fundraising efforts.

Whether you're fundraising with colleagues or on your own, make sure to ask your employer if they offer this!

It's a great way to boost what you've raised at no extra effort to yourself.

DON'T FORGET TO GIFT-AID!

If you're a UK taxpayer, you can boost your donation by 25p for every £1 donated, at no extra cost!

Make sure to ask your donors to gift-aid their donation if they're eligible. It really adds up!

FUNDRAISING CHAMPION



Meet 7 year-old Ted. When he's not in school Ted helps his mum to run one of our Foodbank centres, and he's seen first-hand how we support people in need. He decided that he wanted to raise money for North Liverpool Foodbank to help keep centres open and stocked, as in his words, *'it is really sad that so many people have to come to Foodbank because they can't afford to go to the shops'*.

Ted decided to do a charity walk around all 11 Foodbank centres which make up the North Liverpool Foodbank network. In total, the walk was around 15 miles long, which meant that he had to practice in the months leading up to the day to make sure he could walk that far in one go. Along with his dad, Ted went on walk after walk throughout the winter months, building up the distance each time. His dedication is incredible!

Although he didn't have an exact target, Ted said that he would like to raise £20 a mile, which would be £300 overall. He completely smashed his target, raising £1765 in total (588% of target raised!) and was even one of the top JustGiving fundraisers of the month.

The weather on the day wasn't great - it rained from start to finish - but Ted's enthusiasm remained high and even after 5 hours of walking, he still had the energy to run and meet his family and members of our team who had gathered to congratulate him.

Ted has gone on to do more collections for us, including collecting at a local football tournament and fun day with junior teams across the city!



HEALTH, SAFETY AND LEGALITY

We're so grateful that you want to fundraise in aid of us, and want to make sure you're as safe as possible, whatever you're doing to support us!

Take a read of our guidelines and if you have any questions or would like any more info, drop our fundraising team an email on giving@standrewslive.org.uk.



OUR GUIDELINES

BRANDING

Please display St Andrew's Community Network's name and charity registration number on all posters, leaflets, advertisements and other fundraising materials.

Our registered charity number is 1105307.

Make it clear throughout that you are fundraising 'in aid of' St Andrew's Community Network, but are not an official representative of the charity.

HEALTH AND SAFETY

Organising your own fundraising event means that you are responsible for the health and safety of all involved. You can find lots of information at The Institute of Fundraising and Government websites!

INSURANCE

As your event or activity hasn't been organised by and isn't controlled by St Andrew's Community Network, it isn't covered by our insurance policy. If appropriate, it may be necessary to arrange your own insurance unless covered by your own home insurance.

If your event is taking place in a public space, you may need to obtain permission and use of media permissions if applicable. It is important to note that St Andrew's Community Network will not be liable for any loss or injury arising out of your fundraising event.

COLLECTIONS

Bucket collections are a great way to raise money but they are a highly regulated area. If you're planning a collection in a public place, this must be licensed by your local authority. Make sure you check before collecting money or running market stalls on the streets. Licenses are not needed on privately-owned land, but you'll need permission from the owner/business.

Check out Fundraising Regulator's Code of Practice for more information on this.

To read the Code of Fundraising practice in full, please visit www.fundraisingregulator.org.uk/code

WHAT HAPPENS NEXT?

So you've held your event or completed your challenge and raised the money - what happens next?

Depending on how you collected money, there's a few different options for how you send in your hard-earned donations!

1 ONLINE

Visit www.standrewslive.org.uk/donate to donate any money online through JustGiving. There's no fees - so 100% of what you donate comes directly to us to help us support our communities.

2 BANK TRANSFER

You can send us the money you've raised through a bank transfer, by asking your bank to make a direct payment to:

St Andrew's Community Network. The Co-operative Bank, P.O. Box 250, Delf House, Skelmersdale, WN8 6WT.

Account Number: 65661167

Sort Code: 08-92-99


Please put your name as the reference, and then email us at giving@standrewslive.org.uk to let us know how you raised the money!

3 BY POST

Please make cheques payable to St Andrew's Community Network. Send them to us at:

St Andrew's Community Network, 16 Larkhill Lane, Clubmoor, Liverpool, L13 9BR

Make sure to include a note that tells us who you are, what you did and your contact details so we can make sure to thank you properly!

 Please don't send any cash in the post! If you have been given cash donations, please send a cheque for the equivalent amount or follow one of the above methods.



If you raised money through a JustGiving page linked to ours, it will come directly through to us! No need to do anything, so sit back and relax in the knowledge that you've made a big difference in our communities.



OTHER WAYS TO SUPPORT US

Thank you so much for fundraising for us. We couldn't do what we do without people like you - you're amazing.

If you would like to support us further, there are loads of different ways you can get involved with the Network and help us continue to set people free from poverty.

Check them out here, or get in touch with us on 0151 226 3406 or giving@standrewslive.org.uk.



Volunteer With Us

Our volunteers are at the heart of everything we do. They give their time, energy and skills every single day in our office, warehouse and change hubs to support people in their communities. Come join our team of over 300 incredible volunteers!

Email volunteer@standrewslive.org.uk for more information!



Donate Food

Food donations are absolutely vital to what we do! We are sending out over **THREE TONNES** of food each week to keep our Foodbanks and Community Food Pantries stocked as we work to build food security throughout our communities. Every single tin, jar or packet you donate helps us ensure everyone can put food on the table.

If you can, please **buy a few extra items** next time you're out shopping to donate. You could even **organise a food drive** at your work or school! Set up a collection point, make sure everyone knows about it and encourage people to donate food! Get in touch with us on giving@standrewslive.org.uk if you need any additional resources!



Donate Money

Regular giving is the most sustainable form of income a charity like ours can have. You can **sign up to make monthly donations** by visiting our website www.standrewslive.org.uk/changemakers, or see all the other ways you can donate here: www.standrewslive.org.uk/donate



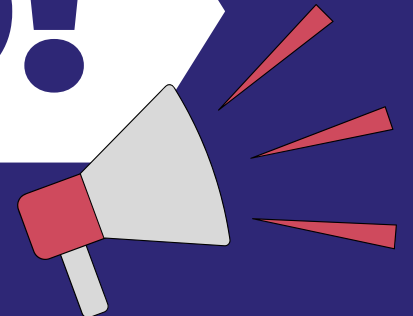
Share Our Work

Spread the word about what we do! Tell your family and friends about our work, make sure to **follow us on social media** and share our posts. It really does help out!

Find us on X and Facebook at [@standrewslive](https://www.facebook.com/standrewslive), and Instagram at [@standrewscn](https://www.instagram.com/standrewscn)



BE LOUD!



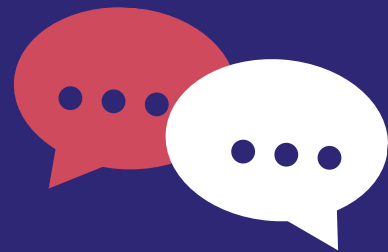
One final tip from us...

Be loud about you're fundraising! You're doing an incredible thing, putting in so much effort and helping set people free from poverty. That's something to be proud of.

Raising awareness of your fundraising on social media can help you raise even more money, so tweet, post and share away! Take photos and videos of the event and continue to talk about it even when it's all done. Ask friends, family and colleagues to share your posts.

Use leaflets, flyers and posters to share your fundraising even further!

We are supporting you every step of the way. Tag us in any posts on our socials below and we'll be sure to share, or drop us an email at giving@standrewslive.org.uk to let us know how you're getting on.

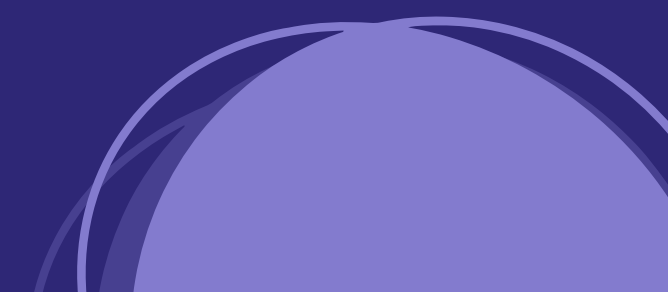


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Thank you so much from all of us here at St Andrew's Community Network for helping us set people free from poverty.



St Andrew's Community Network

'Change is possible. There is hope.'