

Play your part

FUNDRAISING GUIDE



Help people live
remarkable lives
at David Lewis

[david-lewis](http://david-lewis.org)



We are David Lewis. We deliver education services, residential care and day opportunities in and around Cheshire.

At David Lewis, people of all ages and abilities are encouraged to succeed. Every year we support hundreds of young people and adults with learning disabilities, epilepsy, autism and complex needs to live life to the fullest.

Thank you so much for choosing to fundraise for us – it means so much to the David Lewis community.

We can't wait to see how you get on!



YOUR DONATIONS MAKE A DIFFERENCE...

Every gift is used to improve the daily lives of people with complex disabilities. In recent years, support from people like you, has helped us to:

- Refurbish our onsite swimming pool, including new changing beds and a dipper chair – giving those with limited mobility the freedom of movement.
- Buy specialist equipment such as hoists – improving the daily lives of people with mobility issues.
- Purchase polytunnels and planting equipment up at Top Farm – getting people out in nature, exploring their environment.
- Invest in new minibuses – helping staff take people to appointments and on trips or holidays.
- Update bathrooms and kitchens on our residential homes – making them more accessible and comfortable for people to live in.
- Develop a Forest School onsite – creating an outdoor learning environment for pupils who struggle in a typical classroom.

Thank you!

Fundraising ideas

You can do just about anything to raise money for David Lewis.

We've got loads of suggestions to kick-start your fundraising plans. Have a look at our Top 12 Ideas to spark your interest.

We can help you use the latest technology to make your fundraising easier or create a virtual event. Ask us about using QR codes so people can scan and donate, or about adding a donation button to Zoom or other platforms.

Remember, we are on hand to support you every step of the way. Just ask!



Auction

Sell something – from a skill you have, like a piano lesson, to an item or collection you no longer need. Someone will definitely treasure it! You can do this through a platform, such as eBay for Charity, Donate, or Givergy.

Dare devils

You can put prices on various dares and have people purchase that dare. Once they match the price, you have to follow through. It goes without saying that you should not do anything dangerous, or anything that could harm yourselves or others!

Dog wash

Offer to give your neighbourhood pups a clean for a minimum donation. Pawfect! All you need is some grooming equipment (borrow or buy cheaply) and some basics like a bucket, an old brush, a hose, dog shampoo and towels. You can also offer tea and coffee (in return for a donation!) to the owners whilst they wait

Mark a milestone

Celebrate your birthday or a special occasion by asking friends and family to donate instead of gifting presents. A popular and easy way to help support us is to set up a Facebook fundraiser. Log in to your Facebook account, select 'create fundraiser' in the menu to the right and type then select David Lewis in the 'Charity' box.

100% of your donations come automatically to us, so you can concentrate on celebrating your day!

You can also use a birthday or anniversary party to ask for donations in lieu of presents. Use scannable QR codes, or donation envelopes on tables to encourage donations during your party.

OUR TOP 12 IDEAS

Bingo

Bingo nights are a fun way to appeal to all demographics. It's easy, cheap, and you can even do it virtually and host your bingo night on Zoom.

Dress up

Ask your office, school or family and friends to dress in purple, our colour, while raising lots of funds for David Lewis. Or pick a theme, like great inventors, rock stars or children's TV characters. Ask everyone to make a donation to join in.

Karaoke

This is so much fun! You can host a night in person, at your home or by using your local pub or community hall. You can host karaoke over Zoom too. Just gather an audience, ask them to send song requests, find their songs on YouTube, share their screen when it's their turn and make sure everyone else is muted. Give them the virtual floor to go for it!

To make your event even easier – you can add a donate button to Zoom and watch your audience vote with their virtual wallets.

Grubs up

Organise a lunch or dinner party with your friends and family and sell tickets or ask for donations. Theme your foodie extravaganza or hold it somewhere different, like in the grounds of a local park or on a riverbank.

Running

Sign up to a 5k or 10k race, there are lots of events you can join all over the country. Or simply map out your own route! To increase donations buddy up with your friends, colleagues and animals!

Get quizzical

Quiz or trivia nights are a great excuse to get your friends or colleagues together. Better still, they are easy to organise. Just gather some teams, find a host and find yourself some questions online or make up your own themed quiz!

Ask people to pay the price of the ticket, pick some cheap prizes for the winners, and serve drinks and food to raise more funds. You can use QR codes or donation envelopes to encourage donations during the event.

Searching for treasure

Involve the family and kids and set up a real life treasure hunt. Pirate fancy dress optional! You can do this in any public space – you may need permission, always best to check.

This one also works for Easter Eggs, or anything else kids love to search for!

Ask people to donate to join. And use QR codes along the way to help people donate on the day.

Bring and Buy Sale

Simply ask neighbours, friends and colleague to donate something that they no longer want. Accept their offerings and load up your DVD's, toys, books and who knows what else, and get selling!

Put on the event as a one-off or a regular event in a church hall or a community centre near you.



OUR TOP 12 IDEAS

Thank you!

PLANNING YOUR EVENT

Set the date

Check your calendar to avoid any clashes, such as an important sporting event and make sure you have given yourself enough time to organise everything.

Set up an online page

This is a great way to tell your fundraising story and collect donations. You can set up a page with our payment partners, Enthuse, in a few quick easy steps. Simply click the 'fundraise for us' button at the top of our profile page. Or use an existing account, like Just Giving, that you may have.

Share it

Tell your friends what you're up to and share your fundraising page on Facebook and in WhatsApp, along with photos and videos showing your progress. Post regular updates and keep linking to your online fundraising page so people can sponsor you. Tweet us or tag us on our social media pages.

Publicise it

Try contacting your local newspaper or radio station to promote your event. We recommend sending in a photo of yourself training or fundraising to boost your chances of being noticed and mentioned by the local press.



START NOW!

Extra boost Match funding

Many companies have matched giving schemes for employees who are fundraising for charity. Check with your employer, if not, ask if you can email your colleagues about your event or post on your staff intranet.

Gift Aid

Do ask your supporters to Gift Aid their donation. This means we can claim 25p on every £1 donation at no extra cost to you or your supporters. Online pages enable your supporters to automatically Gift Aid their donation.



Paying in

Bank Transfer

You can make a donation straight into our bank account. Please do contact us at [fundraising@davidlewis.org.uk](mailto:fundraising@ davidlewis.org.uk) and we can share our bank details.

Paying in by cheque

Please make cheques payable to David Lewis Centre and send them to the address below. Do also enclose a letter with your full name, address, contact details and information about

your fundraising so we can process your payment smoothly.

*Fundraising
David Lewis
Mill Lane
Warford
Alderley Edge
Cheshire SK9 7UD*

Online

You can pay in your offline fundraising through the donate button at davidlewis.org.uk

Keep it Safe and Legal

To help your event go as smoothly as possible, it's important that you ensure that any fundraising activity that you run is legal and safe for you and the public taking part. Below you will find some tips but please do get in touch with us if you need any help at all.

Branding – please ensure that when referencing David Lewis, you include the wording 'In aid of'. Please also include our charity registration number 1000392.

Raffles

small raffles held within a larger event are acceptable if the ticket sales and the announcement of the winner takes place at the event and there are no cash prizes.

Licences

you will need permission for the sale of alcohol, extended hours, provision of food and drink or selling goods in a public place.

Insurance

please remember that it is your responsibility for any fundraising activity that you hold and that we cannot be responsible for any liability. You may need public liability insurance and please do contact us for further advice, if needed. If you are holding the event at a venue which has liability insurance (such as a pub or village hall), please check that they have the appropriate insurance and that it covers your activity.

Safety

we recommend that you carry out a risk assessment and again we would be happy to help you with this. Make sure you cover things such as the likelihood of an accident, first aid cover and how you will keep the money collected safe and secure.

Food Hygiene

if you have food available, make sure to store it correctly and keep children and animals out of the preparation area. Check all use by dates and remember to label all food with any potential allergies.

“When I think back... and consider if Ziska would be where she is now without David Lewis?

I doubt that very much. It's been a game-changer.”

Birgit, Ziska's mum.



david·lewis

Contact us

fundraising@davidlewis.org.uk
davidlewis.org.uk/play-your-part/



Registered charity: 1000392

*David Lewis,
helping people to
live remarkable lives.*

