



The
**FUNDRAISING
PACK**

thefluencytrust.org.uk

THANK YOU

We are so pleased that you have chosen to support The Fluency Trust Charity

The Fluency Trust is a registered charity, who work in partnership with Swindon Borough Council to run highly specialist residential courses for young people who stammer. The courses are unique in combining intensive speech therapy with outdoor pursuits. The combination of challenging activities and intensive therapy are highly effective in developing confidence and the ability to manage stammering positively.

The Fluency Trust raises money to support the provision of the annual residential courses by paying for the residential element, transport and activity costs at the outward bound centre where the courses are held.

We support the public understanding and awareness of stammering and how to help improve communication.

We've put together this pack to give you ideas to kick start your fundraising. Thank you and good luck! Don't forget to tell us what you are up to send your stories and photos to aford@swindon.gov.uk



HOW YOUR MONEY WILL MAKE A DIFFERENCE

Each year we need to raise £12,000 to be able to run these life-changing courses. Please help us raise the money to continue offering this opportunity to all young people who stammer.



£30 funds a child's transport to attend the course



£80 funds a day of activities for a child on this years course



£400 funds a child's place on this years residential course

We rely 100% on voluntary donations so every penny will really help us continue running these courses. All of the money raised goes directly to funding a child's place; unlike larger charities we have no other overheads.

FUNDRAISING IDEAS

Covering 189 miles in total, Claire cycled from Swindon to Skern Lodge raising a fantastic £3491

Here are some ideas for fundraising. Big or small, every bit helps us achieve our goal.



- Bike ride
- Marathon/ Running events
- Fancy dress party
- Burns Night
- Spinathon
- Skydive
- Curry evening
- Car boot sale
- Dress down at work day
- Sponsored walk
- Cards tournament
- Tea Party
- Garden party
- 'Come dine with me' with friends
- Barn dance
- Fashion show
- Selling knitted items
- Quiz night
- Baby picture competition
- Car washing
- Seasonal events e.g. Easter egg hunt, carol singing

LEGAL PART

It is important to make sure that your fundraising event is safe and legal. Here are a few things you will need to be aware of.

Your Responsibilities

In law, you will be a trustee of funds raised, you must ensure all monies raised are paid to The Fluency Trust. You must inform potential donors if any of the funds you raise will not be paid to the charity.

Please understand if you do something that threatens the reputation of The Fluency Trust we will ask you to stop fundraising.

Food and Drink

If you are providing food, you need to follow the guidelines for preparing, handling or cooking food set by the Food Standards Agency. Visit food.gov.uk for more details.

You will require a license if you are selling alcohol

Insurance

If your event involves the public you will require public liability insurance. Check with your venue as they may already have this.

If you are using suppliers or contractors, you should obtain a copy of their risk assessment and public liability insurance

Health and Safety

Ensure you have adequate first aid cover available for your event. Make sure you complete a risk assessment. You can take advice from a voluntary first aid organization such as St. John Ambulance www.sja.org.uk or the British Red Cross www.redcross.org.uk

Lotteries, raffles and collections

Make sure you check the latest information and advice at gamblingcommission.gov.uk

Visit institute-of-fundraising.org.uk for the most up to date information on collections.

Publicity Material

If you are writing about your event you need to say it's being held 'in aid of The Fluency Trust'. Please contact us if you wish to use our logo on your own materials.

Under 18

If you are under 18 please make sure you have your parent/guardian's permission first.

Please contact us if you need further support

MONEY

Now you've held your event, this is how you can send us all that hard-earned cash.

Send a cheque to our office

Made payable to:

The Fluency Trust

Speech and Language Therapy, Saltway
Centre, Pearl Rd, Swindon, SN5 5TD

Pay directly into our bank account

CAF Bank

The Fluency Trust

Sort Code: 40-52-40

Account: 00003113

Please put your name as reference and email our
treasurer at thefluencytrust@gmail.com



Sponsorship

Download a sponsor form from our website

Or create a personal online fundraising
page. You can then share the link with
friends, family and colleagues

We are registered with GoFundMe

www.gofundme.com

giftaid it

Please encourage your eligible sponsors to make Gift Aid declarations
(using their home address). We can then claim an extra 25p for every £1 donated.

**Please contact us if you would like to join our
committee or support us in another way**

thefluencytrust.org.uk

Spread the word!

Gaining publicity helps your event or challenge raise funds, whilst raising awareness about stammering. Let's speak out!



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