



Section 12 The Phab A-Z of Fundraising

Many of the ideas in this section are tried and tested, however there may be some that you have not considered previously.

Some of these ideas can be incorporated in your Club evenings as well as part of your programme. Some ideas can be combined during one event or used in part, most can involve members of your Phab Club/Project.

There is a mixture of modest and ambitious ideas to suit YOUR Club, whether it's large or small.

Don't forget the 1st 3 letters of function and fundraising spell – FUN!!!!!!
Many of these ideas can be run as social events, which also happen to raise money.

If you have any ideas that we have missed out please let us know.

Don't forget to advertise your event:-

Significant funds may be raised by including advertisements in newsletters, programmes, menu-cards, on tickets and at functions where an advertising board or hoarding could be prominently displayed.

Whilst advertising would not be seen as the main fundraising source, most functions depend on some sort of advertising to sell tickets and attract people.

Why not reduce your costs and maybe even start in profit by approaching local businesses.

A

ANNIVERSARIES

Not wedding anniversaries or similar family occasions, but annual well-known dates such as St Valentine's Day, Halloween, Bonfire Night etc. A glance at a good diary or calendar or on the Internet will reveal others such as Trafalgar Day, Independence Day (USA), Midsummer Eve/Day, Burns Night, Twelfth Night, Dwali (Hindu festival of light) etc.

These anniversaries can be used as an excuse for a function and a theme based on the particular event can be a feature of it – Halloween is obvious but what about a sponsored Pancake Race at a social event on Shrove Tuesday or a traditional Burn's Night Supper?

ANTIQUÉ FAIR

This needs a fair bit of research work including; identifying antique dealers, finding a suitable hall/house with plenty of parking space and sufficient chairs & trestle-style tables etc.

Antique dealers are invited to rent a stall at the venue. Good publicity and forward planning are essential. Significant income can be obtained from stall rents, entrance fee, refreshments and raffles etc.



AUCTION

Collect as many suitable items together that you think may be of interest to buyers – be politely ruthless about junk to prevent your auction turning into a second-hand sale – you should try to obtain donated items of a reasonable quality.

Next find a professional (or enthusiastic but competent amateur) auctioneer willing to donate their services for free in exchange for refreshments. Auction programmes are very popular tv viewing at the moment, it might be worth trying to get someone well known, perhaps a presenter of one of these shows, to act as auctioneer.

Find a suitable venue – maybe where your Phab Club meets. You will need to provide food, drinks and a raffle. You also need to devise a system to identify winning bidders and collection of the purchase price and passing items to the winning bidder.

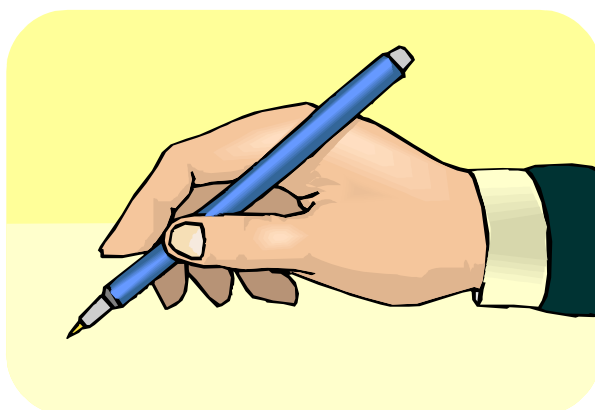
If this seems a bit ambitious or you only have a few items to sell, you might like to consider auctioning items on-line. There are various specialist sites to do this. Be aware that there will be fees involved in using one of these sites. Although this is a simple and straightforward way of auctioning items, it is not very sociable. However, it can be on-going as you can auction items as they become available.

Remember some surprising items might sell!!

AUTOGRAPHS

Hold an 'Autograph Auction' or 'Raffle Party'.

Most items can be autographed from an handkerchief to a bottle of drink. Persuade local dignitaries and celebrities to sign an item for you to raffle.



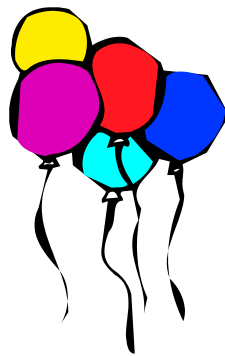
B

BACK TO FRONT RAFFLE

You will need 3 or 4 very different prizes. You then sell strips of raffle tickets to a reasonable size group of people (10-15). The ticket counterfoils are put in a bowl or other suitable receptacle and drawn as in a normal raffle. The 1st few people to have their tickets drawn each pick a prize. Then further tickets are drawn, one at a time. Each 'winner' then takes the prize of his or her choice from the previous 'winner' of that item. This continues until all the tickets have been drawn. At the end the winners are the people left holding the prizes. This can be great fun, especially if several people all would like to win the same prize.

BALLOON DRAW

A Balloon Draw can be used in conjunction with another event, especially a party or dance. The idea is very similar to a Lucky Dip. People buy a balloon for a fixed price and receive a prize, the name of which is written on a piece of paper enclosed in the balloon. The quality of prizes will determine the price per balloon. It might be worth contacting local businesses eg shops, hotels, restaurants, sports centre, beauty salons etc. to ask them to donate prizes. To make the draw look more professional you could use Phab balloons available by contacting Phab England.



BARBECUE

An old favourite that needs no introduction, but must be held at the right time of year! Other points to bear in mind are a good site and a suitable menu – with not too much emphasis being placed on charred bits of meat!!!! Remember to have plenty of side dishes eg salads and jacket potatoes.

Side events such as a raffle or tombola, skittles, an outdoor disco etc all help to add variety and increase income.

Be aware of Health & Safety issues. Make sure you do a risk assessment before holding a barbecue.

BAZAARS

Bazaars come in all shapes and sizes and under many names (Christmas Bazaar, Spring Fair, Country Market etc). The names may vary but the events run more or less to the same pattern, differing in size and season. The organisers of a bazaar might contact a Phab region or club and invite them to be responsible for a stall or similar effort at an event. Alternatively, if you are aware of such an event locally you could contact the organisers regarding booking a stall.

The more adventurous among you might even consider hosting a bazaar and inviting other local organisations to take part by selling them suitable selling space.

BEER & SKITTLES

An event for those aged 18+ only. Refreshments may consist of beer and/or cider with suitable food (cheese, pickles, French bread). The event can be held outdoors or indoors (obviously a proper skittle alley is a great help) according to the season and the amount of space needed.

Try to arrange teams in advance, neighbouring clubs could put up teams or the event could simply run with ad hoc groups of guests.

If you have a local 10 Pin Bowling alley you could arrange to 'take over' the building on a quiet night and maybe even get the staff involved in fund-raising too!

BEETLE DRIVE

A Beetle Drive is a game that most people can participate in. Usually it is done using pencil, paper and dice and an easy scoring system. People could pay for each game they take part in with a prize going to the 1st person to build their beetle in each game.

BINGO

This old favourite can be a regular money-spinner. You could incorporate it as part of your Club evening or hold a separate event. If you have cash prizes you can use 50% of monies raised in ticket sales, alternatively use donated prizes such as bottles of wine & boxes of chocolates. Be careful when using prizes containing alcohol as they can only be won by persons over the age of 18. Bingo sets can be bought cheaply from most toy shops.

BOAT TRIPS

Hire a boat for an evening river or day trip during a summer Saturday/Sunday. The event will be made more attractive by arranging for food, drinking and dancing (space permitting). A licence may not be necessary if the boat company owners are already licensed to sell wine & spirits, but your own occasional licence and provision of beer and wine will yield greater profits. As well as ticket sales, throw in a tombola or 'guess how far we've travelled?' competition. If the trip date coincides with a particular calendar anniversary encourage guests to wear suitable clothing – the obvious theme is a nautical one.

Be aware of access issues when choosing a boat for this type of event.

BOOK SALES

This may either be a stall at a larger event, or a book sale as the main and only reason for raising funds. Set a collecting target for the number of books, arrange a number of collection/storage points and try to achieve some book-sorting ie novels, sport, paperbacks, hardbacks, history and so on. If a well-sited empty shop or hall can be hired for a day (or longer if required) this should improve the profitability of the event. Ensure you have sufficient people to staff the event. Good advertising well in advance is essential.

On a smaller scale – if you have the storage space – you could run a regular book swap within your club. A small donation could be made each time someone borrows a book for a set period of time.

BRIDGE EVENING

Hire a hall or obtain use of a suitable house or room. You will need to have someone with a good knowledge of the game to advise.

Sufficient small square tables and chairs, together with packs of cards etc will be needed and invitations sent out to known bridge players or clubs willing to put forward players.

As an alternative to a single event, a club may be able to run a regular bridge evening (or weekend), producing a regular source of income. Income is derived from entrance fees, refreshments, raffles, bridge club subscriptions etc.

BRING & BUY

This is self-explanatory since most people will have visited one at some time. However you can make them more interesting by having a theme – Christmas, summer, Halloween, a colour (Blue) etc. As an alternative try a 'Bring a Bottle, Buy a Bottle' event. Collect a stock of different bottles to start the whole thing off – people then donate one bottle e.g. wine and buy another e.g. whiskey and so on. Donated bottles are priced and offered for sale. Check legal requirements, as a licence may be needed if alcohol is being sold.

BRING & NOT BUY

The sole object of this variation on the usual Bring & Buy is to gather gifts and presents for a bazaar or tombola.

People bring their contribution in the usual way, but do not buy anything. As refreshments are provided it is a pleasant social occasion. It helps to ease the chore of gathering gifts and prizes for occasions when they are necessary.

BRUNCH

A real variation on the usual club social food and wine event. Pick either a Saturday or Sunday late morning and a suitable house and offer appropriate food, varying from breakfast food to sandwiches & nibbles plus good tea & coffee.

If the event is held on a Sunday you could provide a selection of Sunday newspapers to read. With careful planning and a little imagination this event would be sufficiently different to become an annual event.

C

CAKE SALE

A cake stall can raise a surprising amount of money. It can be a regular annual, monthly or even bi-monthly event.

Cakes are baked and donated before being offered for sale. An event such as this can be a good fund-raiser since the cakes come for free!

A cake stall, or any other kind of stall, is also a worthwhile side event to a larger function and often offer a lot of people the opportunity to contribute to a club fundraising event, who may otherwise not be able to do so.

CALENDARS

Collect basic materials like old Christmas cards or attractive scenes from pictures, photographs, mounting card and small calendar pockets/booklets. With a little skill, patience and flair, attractive desk or wall calendars can be produced for very little cost and sold at a profit.

Why not have a PHOTOGRAPHY COMPETITION and use the winning pictures to create a calendar. You can team up with a local company and offer free publicity on the finished article in return for sponsoring the printing and production of your calendar.

CAR BOOT SALE

You can either hold your own sale or have a stall at a pre-organised sale.

If you organise your own Car Boot Sale you will need permission to use a large meadow, playing field, playground or car park etc. People wishing to sell goods are then charged a set fee for 'selling space'.

You can charge an entrance fee for people coming in to buy goods.

If you have enough volunteers, do not allow other sellers to sell refreshments. This is someone you can provide to increase your profit margin.

Good publicity is essential, local freepapers and magazines are an excellent source for this type of event.

CAR WASHING

As for a Car Boot Sale you will need to find a suitable outdoor space for this. You will need plenty of volunteers to collect money and wash the cars.

Don't forget you will need a water supply and suitable car washing equipment.

This event could be teamed up with a Car Boot Sale/ People could have their cars washed whilst they are going round the sale.

CASINO NIGHT

You can buy sets with several casino-type games in from most toy shops. You can then set up each game and sell chips to participants. If you ticket the event, the ticket price could include so many 'free' chips with more available to buy on the night.

Why not make it a black tie event and encourage people to dress up. This can be a really glamorous event. Again selling refreshments will help boost profits.

You will need a gambling licence for this event. Contact Phab for more details about this.

CHEESE & WINE

This is an old favourite. Recipes and ideas to make the food more interesting can be obtained by writing to various food bureaux and you can obtain wine from a local wine merchant on a sale or return basis. You could introduce a national theme e.g. French, Italian, German, Spanish etc and some appropriate wine – employ suitable background music for atmosphere.

Alternatively, persuade a local wine merchant to help you put on a Wine Tasting Evening – you provide the food and glasses and the wine merchant provides a variety of wine and gives a brief talk on each one. A wine merchant will be more willing to participate if they are able to set up a display and sell wines at the end of the evening.

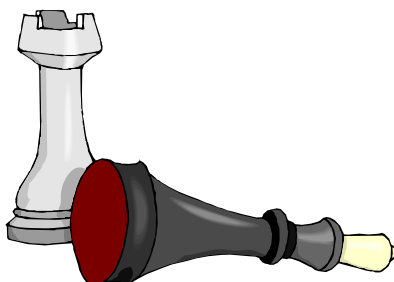


CHESS TOURNAMENT / GAMES COMPETITION

If you have keen chess players in your club/project why not hold a tournament to raise funds. If there is a local chess club nearby you could invite them to take part too.

You can charge each player an entrance fee. Spectators and supporters could also be sold tickets. Provide refreshments to boost your profits.

It does not have to be a chess tournament you can use any event that several members have an interest in.



CLAY PIGEON SHOOT

This needs to be carefully organised with advice from experts and entrance must be carefully controlled.

Good costing is essential and food should be relevant to the event i.e. a 'game' picnic. The entrance fee should include cartridges and clays used.

A local sports shop owner or gunsmith can be a great help with organisation and publicity and perhaps even provide a suitable prize for the winners. This is an ambitious project, however if well organised, could attract a lot of custom, especially in rural areas.

COACHING SESSIONS

Ask a local club e.g. Table Tennis Club to provide some volunteers to 'teach' people how to play table tennis. You can charge each participant for a ½ hour coaching session. The organisation providing the coaches will be able to help with organising the event and providing some equipment.

You can provide coaching sessions for lots of different events. You need to bear in mind Health and Safety issues.

COCKTAIL/BUCKS FIZZ PARTY

This is really an 'up-market' version of a Cheese and Wine event.

Different cocktails and food are served. To enliven the event further you could combine the event with fancy dress and let the food dictate the style. For example you could serve Singapore Slings and Mai Tais with dimsum and ask everyone to wear a Chinese-style outfit.

Remember to check legal requirements as you may need a licence if alcohol is being sold.



COFFEE MORNING

Another tried and tested way to raise funds whilst meeting people, especially if the people involved are new to the area or club. A coffee morning is much more interesting if it is held in someone's house rather than a hall or centre as the natural inquisitiveness of people to view other's homes is almost compulsive.

If the coffee is good, the surroundings comfortable and the company convivial, enviable reputations for holding good coffee mornings can easily be built up.

Remember this event does not have to be held in the morning, it can be held at any time of day. It can also be run in conjunction with other events. Don't forget to hold a raffle to raise extra funds.

CRAFT FAIR

This is a good event to hold in the lead-up to Christmas. Club/project members can be involved in advance making various items. These can be festive e.g. crackers, gift tags and calendars etc. or tailored to individuals skills and interests, especially if you have artistic enthusiasts within your group.

You can also invite other local people to take part. You can offer them selling space at the event or agree to take commission for all business generated as a result of the event.

D

DANCE

Although there is little need to tell people how to organise a dance or disco, the following points are worth considering.

- Book the Band/Group/DJ early and get someone who is popular in the district. Local opinion should be consulted as saving money on a band/group etc may prove to be false economy.
- A good attendance always depends on advertising and personal effort to sell tickets
- Choose your dance style well. If you are expecting predominately older people to attend choose your band and type of music accordingly. Younger age groups may prefer a DJ and disco or a more energetic group to provide popular music.
- You could include a dancing competition, spot prizes, an 'excuse' dance, a particular theme or fancy dress.

DRAWS

A Grand Draw has certain advantages over the usual run of the mill raffle because as the prizes are usually larger, it is easier to sell tickets. The Draw can be organised as an effort by itself or run in conjunction with a larger event such as a Fete, Bazaar or Dinner Dance. The Draw often makes a significant difference to the final profit margin.

Try to obtain as many good quality prizes as possible without spending too much money. Many large companies have a charity budget and are more willing to give goods than money. Local attractions are sometimes willing to give free admission tickets especially for their quieter times. Use any connections you have with local businesses to acquire a good selection of prizes. A local restaurant might donate a voucher for a meal up to a certain value. There are lots of possibilities if you just ask!

Have tickets printed professionally and offer the donors of the larger prizes free publicity by naming them on the tickets.

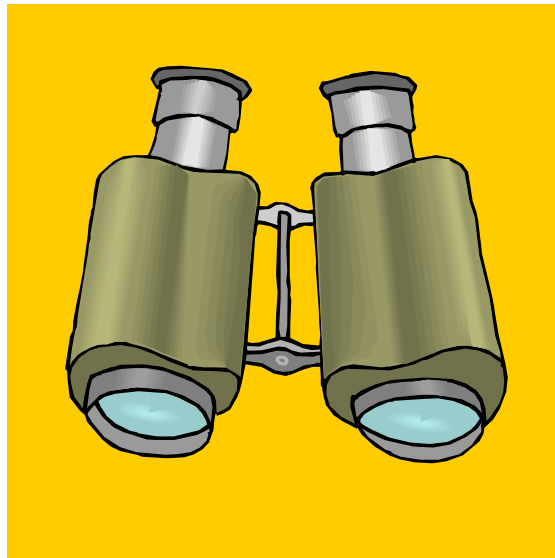
Sell tickets for several weeks prior to the draw date. If you are not drawing it in conjunction with another event, make sure there are several witnesses to the draw. Why not invite the local press to cover it?

When you sell draw tickets on a date or at a place other than that of the draw you will need to apply for a lotteries licence. Please contact Phab for more information about this.

DUTCH AUCTION

Collect items for auction in advance of the event. The auctioneer takes one item at a time and asks what she/he is bid. The 1st bidder might say "£1". The money for the bid is then collected in a tin. The next person raises the bid to "£3" and puts the difference (£2) into the tin. The process continues until the auctioneer says "SOLD" at a time decided in advance and known only to him/her. The last (and successful) bidder may have BID a high price but only has to PAY a small sum for an item worth much more. Again you should ask local shops/businesses for donations in exchange for free publicity at the event.

The attraction of this event is that anyone bidding can get an item for a very small outlay, while the auctioneer can make as much as 20 times the actual value!



F

FANCY DRESS

This may be a dance/disco or a party and guests can either turn up in the fancy dress of their own choice or the event could be themed e.g. famous couples in history, roman games, wild west, scarecrows, vicars and tarts – the possibilities are endless. Do remember if you are going to choose a theme, that it should be age appropriate.

Alternatively the theme can be related to a particular anniversary e.g. St George's Day where guests must wear something red and white or incorporating the St George's Cross. Maybe someone will even dress as a dragon!

If the chosen theme is Halloween for example, the food could be appropriate and guests encourage to dunk for apples in a water container then dunk for wrapped sweets in a bowl of flour and so on.

Have a prize for the best costume.



FARM SALE

A local farmer should be persuaded to loan a field and members should then collect as many goods as possible on a farming theme, farm produce, vegetables, DIY equipment, farm implements (old and new) which can then be auctioned off or sold.

Income can be obtained from the entrance fee, various other side stalls, split proceed arrangements, possible sponsorship from agricultural firms etc.

FASHION SHOW

These are perennially popular, and although the appeal will be mainly to women, an enjoyable social evening can be based on a Fashion Show to which husbands/friends can be attracted, particularly if the models are attractive and a bar is available!!

The pre-requisite is the goodwill of a store, local shop, or fashion house that will fund the publicity and make it worthwhile. Alternatively, local department stores may lend clothes for free in return for publicity. Such an event should be open to the general public. Models may be club members. You need a good compare, possibly a catwalk and a good sound system with music to make the event as professional as possible.

Some up-market Nearly New shops or Dress Agencies may be able to help.

You could collect all the clothes yourselves, however this involves a great deal more work and you need to dispose of unsold clothes after the event.

Variations of this event include Hairdressing & Beauty Demonstrations. These can be run on their own or in conjunction with the Fashion Show.

For a BEAUTY DEMONSTRATION - Arrange for a local shop or cosmetic firm to attend without charge in return for free publicity and the opportunity of making sales. Many reputable companies organise party plan events and usually have special deals for charity fundraising.

Products could be demonstrated on willing members of the audience.

For a HAIRDRESSING DEMONSTRATION – A good local hairdresser could be persuaded to be part of this event. Ask club members and/or people from the audience to be models.

50/50 SALE

Good quality 2nd hand items are put up for sale, with the proceeds being split on an equal basis between the seller and the club. Collect goods door-to-door or advertise a place where goods can be left. Give a deadline for receipt of goods to give time for each article to be ticketed and recorded with the name of the donor and any reserve price. A ticket with these details is attached to each item and when it is sold the ticket is passed to the Treasurer, who adds the name of the buyer to it and collects the money. The seller's share is passed to them as soon as possible after the sale. It might be worth asking local shops and firms if they have any slow selling items they might be willing to let you sell.

FIVER IN A HAT

This fund-raising method is really as simple as it sounds and can be used as a supplementary money raiser at most other functions. Participants in the competition write their name on a five/ten/twenty pound note and put it in a hat. The notes are then drawn with the winner(s) either receiving a pre-arranged prize or a portion of the takings. This activity can also be referred to as a note draw.

FLEA MARKET

A local hall is hired and all kinds of bric-a-brac are sold either by auction or direct to the public. Refreshments can be sold as additional fundraisers. This needs careful planning well in advance to collect items and arrange suitable advertising and publicity. Variations include the Car Boot Sale and the White Elephant Sale.

Selling space can be sold to other sellers or if you only have a small number of goods to sell, it might be worth your while buying a pitch at an event organised by someone else.

FLOGGIT & WINE

This is, in effect, a combination of a 50/50 Auction and a Cheese & Wine party. The ticket price should cover a plentiful supply of wine but not be too highly priced. Everyone brings 1 or 2 good quality unwanted items, which are then auctioned on a 50/50 basis (or as gifts to the club/project). People usually want to be seen to bring something worthwhile!

An extrovert auctioneer and a good party atmosphere can produce very good results with income being derived from ticket sales, the auction and raffle.

FLOWER FESTIVAL

A large private house is the best venue for this type of event but a good village hall would be adequate with imaginative organisation. Write to about 200 people – concentrating on those likely to be patrons of this type of event. The house/hall would accommodate the floral display (this can be done by flower-arranging enthusiasts using material acquired from their own gardens, local nurseries etc. in return for publicity). The house/hall could also be used for various stalls – in the case of a house, perhaps the immediate grounds could be used to display produce, cakes, cut flowers and refreshments etc.

G

GARAGE SALE

This is a variation on the Jumble Sale or Car Boot Sale. If the garage is small this event can be arranged by individual effort or if the event is being held in a large or double garage then more club members may be involved. You need not be confined to just the garage space, particularly if there is sufficient drive or courtyard space where tables can be put out with articles for sale. The same principles apply as for a jumble sale but of course the event is smaller. If space permits why not combine a Garage and Car Boot Sale with several members cars parked up to the drive or in a courtyard in front of the main sale in the garage.

GARDEN PARTY

Not to be confused with the larger garden fete. Garden parties are the kind of event anyone with a lawn of a reasonable size can hold. All you need is a fine day and lots of publicity amongst your friends, neighbours and other clubs. Around the lawn, arrange as many sideshows as possible e.g. skittles, lawn treasure hunts, roll-a-penny etc. A lot of simple equipment can be made quite easily (and hired out to other clubs or borrowed). The hosts can provide simple refreshments.

Make sure you have a least one helper on each stall. Charge a relatively small fee for entrance, as most of the money will be spent on the side-shows and stalls. Income is derived from the admission fee, competition charges, stalls, refreshments, raffles etc.

GREETINGS CARDS

Greetings card manufacturers can be requested to supply cards and wrapping paper at wholesale prices, which can then be re-sold in smaller quantities for a profit.

Why not hold a competition within your club/project to design a card which is then printed and sold. A local printer may print the cards for free in return for their business's name and details on the back of each card.

GUESS THE NAME OF . . .

This is usually a competition to guess the name of a soft toy or doll, with the toy as the prize.

A list of possible names is drawn up with space by each name for the guesser to put their name and a contact number next to it.

The correct name is usually decided beforehand and put into a sealed envelope. Once ALL of the names have been guessed at, the winner is revealed.

GUESS THE NUMBER OF . . .

There are lots of options for this form of fundraising.

You can fill a car with inflated balloons for an isolated event, or part of a Fete etc. Then charge people to guess how many balloons are in there. If you use Phab balloons you can give them away to small children after the event and get free publicity. You need to advertise your prize. Unless you are lucky enough to get a local dealership to give you a car as the prize it must be made clear to participants that the car is NOT the prize!

A popular use of this method of fundraising is to fill a jar with sweets and charge people per guess. The jar of sweets can be the prize for the person whose guess is nearest the actual number of sweets.

H

HOBBIES EXHIBITION

This may seem like an ambitious venture but it has been tried with success, both on a large and small scale.

On a small scale, a group arrange to hold a Hobbies Exhibition in a member's home or garden. Fix various classes of exhibits such as Antiques – Handicrafts – Needlework – Photography – Flower Arranging – Art Sculpture etc. Offer a small prize in each section and charge a small entry fee per article. Then make the event as widely known as possible to ensure that spectators / interested people come along.

On a larger scale, you could book a local hall and advertise the event in local newspapers (you could also send an article or press release to local newspapers before and after the event) as well as contacting known local enthusiasts.

An alternative is to pick just one or a very small number of similar or complimentary hobbies e.g. a Photographic Exhibition or an Exhibition of Visual Arts – photography, sculpture, art, wood-carving and so on. Or a Collectors Exhibition – coins and medals, stamps, antique china and so on.

Income can be derived from admission fees, entry fees from exhibitors, refreshments and so on.

HORTICULTURAL SHOW

A specialised and extended version of the Hobbies Exhibition. Popular in country and town districts, particularly where no similar show has been held for some time or where there is an annual event. Classes of fruit and vegetables etc will depend upon the time of year the show is held. Try and find someone who has experience of running a similar show to organise the event or at least advise you, particularly with drawing up a schedule and the rules.

Refreshments and a raffle should be available. Exhibitors should be encouraged to donate their exhibits to be auctioned or sold in aid of funds when the show is over. Get a celebrity to present the prizes. You need experts to be judges. If the show is on a large scale, local firms may be prepared to pay a fee for a trade stand or provide some sort of sponsorship. Advertising hoarding can be offered for a fee.

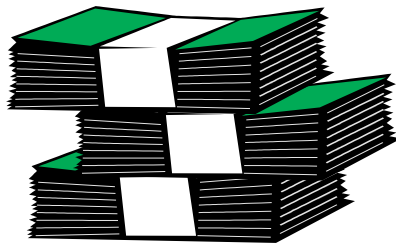


I

INVESTMENT SCHEME

The Club Treasurer gives each participating member a small sum of money, say £5, in exchange for a receipt. Members are given 3 months to turn the £5 into as large a sum as possible. About 10 days before the closing date a reminder is sent and the members return their £5 plus profits with a note to say how it was achieved. A social evening is held to discover how everybody fared and the winner with the largest profit receives a prize.

A variation of this, particularly for younger participants. Instead of money, hand out cardboard tubes of sweets. Each participant then eats the sweets and fills the empty tube with coins. Each coin filled tube is then handed in. This can be on-going as each time a money-filled tube is handed in, it can be swapped for another tube of sweets.



J

JUMBLE SALE

These are largely self-explanatory. Jumble must be collected and sorted properly. Remember you will need a secure place to store collected items and a method of transporting these materials to the salesroom or hall. Jumble sales can be run in a home, garage or hall hired for the occasion. All of them can be money-raisers if you plan carefully. For a large event you will need plenty of helpers to run the tables or stalls and some helpers to make and sell refreshments as well as someone to take admission money at the door.

L

LOTTERIES

The 'professional' version of a raffle. The principle is the same in that tickets are sold and the buyer entered into a draw for prizes, which are known in advance. However, a lottery requires the organisers to observe certain legal requirements, such as registration with the local authority. It is important to seriously consider what sort of prizes can be offered (often cash) and how many. This will help you evaluate how much to charge for tickets. Whilst really good prizes are expensive, they are more likely to attract buyers and profits can be high. Aim high, organise the lottery efficiently and make good profits.

LUNCHEON

Fairly obvious, but variety and imagination in relation to the place, the food and the 'title' of the luncheon can make all the difference between profit and loss. Whilst a Ploughman's lunch is obvious to most people, with care and imagination it can be an appetising lunch which is also cheap to provide. A variety of French chesses, apples, celery and crisp French bread or individual cottage rolls can be invitingly laid out on check tablecloths and served with cider.

N

NEARLY NEW

The idea is to approach a local Nearly New shop and endeavour to get them interested in a joint effort. The Nearly New Shop would bring along and display a selection of items for sale with members also having the option of bringing items along. Each item is given a price tag. As each item is sold the tag is taken to a responsible person who then calculates the percentage agreed upon. Coffee, tea and biscuits could be served for a small charge. Other income could be derived from charging an admission fee for the event.

P

PAMPER NIGHT

Pamper nights or Ladies' nights are becoming very popular. A range of health & beauty treatments is available for each person to try out. 'Treatments' generally include a selection (or all) of the following; aromatherapy, various types of massage; make-over & make-up advice; hair-styling; reflexology and fortune-telling. Of course other treatments can be included. Invite a range of professionals within these fields to 'buy' a space at your venue to provide the treatments.

Each treatment can be paid for separately or be included in the ticket price. Alternatively, you could include a maximum of 3 treatments in the ticket price then charge individually for any additional treatments.

As with many other fund-raising events, raffles & refreshments can help raise additional money.

PHOTOGRAPHY

Photography is practised by almost everyone, using a variety of equipment and covering a wide range of subject matter and an even wider variety of 'expertise'. An exhibition can be great fun to organise. It is advisable to decide on a number of 'classes' e.g. Landscape, Seascape, Portrait, Action, Groups etc, why not have an inclusion theme? The list is endless.

In addition you could have sub-divisions in colour, black and white, adult, children according to age and so on. Those taking part pay a small fee per photograph entered.

Photographs should be attractively displayed and an accepted 'expert' be invited to be the judge. A small prize is awarded to the winner of each class.

PUB CRAWL

Obviously not a good one for Junior Phab Clubs!!! You need a group of willing adults – remember each person must be over 18 – to go round the accessible pubs in the area with collecting tins. You must get the permission of each landlord beforehand. Some publicans might even be willing to put a collecting tin or two on the bar in advance or as a permanent fixture.

Q

QUIZ COMPETITIONS

Quiz competitions could be developed as annual events. One club organises the competition and invites other clubs to compete in a series of knockouts. Alternatively, teams from other organisations like, Young Farmers, Round Table, Police, Firefighters, WI, Ladies Circle etc can be invited. Maybe some local businesses or pubs would like to enter teams.

Each team is charged an entry fee and spectators a ticket fee with refreshments being served. Perhaps a supper could be arranged. The size of the event depends on the number of teams and spectators. The competitive element in people will always assert itself and clubs should be encouraged to send teams accompanied by their supporters.

The hard work is in preparing the questions and setting out the rules which must be carefully explained to all involved. Whilst there is no need to use any electronic equipment for a 'buzzer' or 'lights', simple equipment is not difficult to organise, given some basic materials and electrical know-how.

If sufficient interest is stimulated whereby a good number of teams wish to enter then a series of knockout competitions could be arranged over a reasonable period of time, ending with a Grand Final. Money can be raised via entry fees, ticket sales, refreshments and a raffle or similar event.

R

RAFFLE

(See also Draws and Lotteries).

Practically any and every event can and should include a raffle or similar fund-raising activity. Apart from the attraction of winning anything from a splendid prize to a more modest item, for a small cost, most people expect there to be a raffle. Often the proceeds from a raffle can greatly affect the amount of money raised. For a normal raffle at a club function 6 prizes should be sufficient.

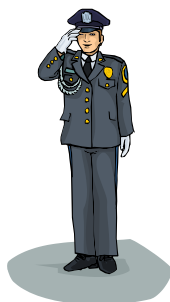
Prizes can be obtained in a number of ways. Try to avoid buying or paying for as many as possible by asking for donations. Local businesses and franchises may be willing to help if approached in the right way. Club/project members could be asked to provide some prizes. Cash prizes can be 'taken' from the sale of tickets, but make sure you sell enough tickets to cover any promised amounts. A Bring and Don't Buy sale is an unusual way to obtain prizes.

RATION BOOK PARTY

This is a novel twist to make a party or supper more interesting. Tickets (or coupons) can be produced with Ministry of Food headers and a book number, name and address of the club organising the event and so on. A code could refer to the food, wine, bar and raffle. Coupons printed on the reverse side of the Ration Book cover can be exchanged as follows;

Voucher/Coupon	1	Admit One to Shelter
Voucher/Coupon	2	Pour One Drink into Thirsty Holder
Voucher/Coupon	3	Feed One Hungry Person with Food

The shelter (venue) may be arranged or decorated suitably. A few old gas masks, ARP badges and tin helmets will add to the authenticity of the event. Ask people attending to dress according to the theme of the event. Background music from the era and dim lighting from hurricane lamps will help to create a suitable atmosphere. Food that would have been available at the time will also add to the whole feel of the party.



S

SALES OF WORK

These can be very good money-spinners. If sufficient people are good at making things you will find ready buyers for your goods.

It is a good idea to get commissions for your work before you start - examples of work will help obtain orders and generate interest. It may be that someone would like some cushions or cushion covers made and would prefer a local, skilled person to make them rather than purchase them from a shop or store.

SITE COLLECTIONS

Arrangements can be made for clubs to collect at local supermarkets, stores and shopping centres etc. Remember you must get permission for collections, either from your local Authority if collecting in the street or from the manager of the store or shopping centre.

After you have arranged a collection date and location, Phab can provide your club/project with collecting tins and stickers etc. You will need a small team of collectors so that you can draw up a rota for people to collect for a maximum of 2 hours at a time.

After your collection, opening the tins and counting the money must be done by two unrelated people and amounts from individual tins recorded.

If you send the money you have raised in this way, via Phab, you will received all your collected monies back PLUS 5%!

SPONSORED EVENTS

The possibilities for sponsored events are endless. Try to come up with a more original idea to attract higher sponsorship. If members of your Phab Club/Project are taking part, pick an event which will be available to everyone.

Here are a few ideas for sponsored events you could try, adapt or use to come up with different variations:-

1. Sponsored Bike Ride

A course is decided upon and cyclists ride their own bikes around it and collect sponsors. A more unusual addition to the event could be the wearing of fancy dress. For an event of this nature you should take additional safety precautions and perhaps even ask your local police for guidance. If you have a local cycling club it would be beneficial to get them involved. Money is raised through sponsorship, refreshments, programmes sold etc.

2. Sponsored Horse Ride

A sponsored horse ride makes an unusual alternative to the more common walks and bike rides etc. It is however an option open to a much smaller range of people and one that will probably be more suited to clubs in a rural location. If you are planning to organise this event, you should take the following into consideration:

- A 20-mile ride is long enough over private land and bridle paths.
- Ensure that you have plenty of stewards available to direct the riders and maintain their safety.
- You could include a few optional jumps for fun.
- Have a vet available throughout the event.
- Insist on proper headgear for all the riders and that other safety precautions are taken. A local riding club would be able to give you tips on this.
- Inexperienced riders should not take part due to safety precautions.
- Give rosette awards for those who have raised the most money through sponsorship, as well as for prizes for those who finish in the top three.
- Mention all helpful landowners in pre-publicity materials.
- This really is a difficult event to organise if you yourself are not a rider. So only try it if you get some expert help.
- If you have a local branch of Riding for the Disabled, why not team up with them.
- End the day with a hotpot supper!

3. Sponsored Swim

Hire the local baths or ask someone with a suitably sized pool if you can borrow theirs – some schools have pools that they might be willing to let you use. Remember to do a detailed risk assessment for this event.

Participants should collect sponsorship for swimming up to 20 lengths of the pool. Charge spectators on entry. Provide refreshments at a reasonable cost etc to raise extra funds.

4. Sponsored Walk/Run/Wheelchair Race

These events are most successful and safest when they take place off the roads and in a more suitable and less busy location like a park. Arrangements should be made to have marshals and first aid back up for the duration of the event. The participants could wear luggage-style labels, which could be marked by the marshals each time a lap is completed or at various checkpoints. A sponsored walk could be combined with a club outing thus raising funds for the club whilst enabling volunteers to enjoy themselves. Income can be raised through sponsorship, refreshments etc.

If you are not able to arrange your own event, why not take part in Phab's Heartbeat Hike. An annual sponsored walk in which many Phabbers get together to raise money for their individual clubs and projects. Contact Phab for more information.

STALLS

TOYS	CAKES	WHITE ELEPHANT	ANTIQUES
PRODUCE	PLANTS	HANKERCHIEF	BRIC-A-BRAC
HOT FOOD	CARDS	BOOKS	D-I-Y
BOTTLE	CHRISTMAS	ODDS & ENDS	CRAFTS
TOMBOLA	JEWELLERY	SEASONAL GOODS	

SUPPERS

Basically this is the evening version of a lunch but the food is usually a little more substantial e.g. Hot-pot supper. The variations are endless, once again you might like to pick a theme and follow it through, see – A for Anniversaries or R for Ration Book Party. Others include Potato Pie Harvest and so on.

SWEEPSTAKE

A sweepstake can be organised on any big horse race or sporting event where there are a reasonable number of competitors. If tickets are sold in sufficient quantities, quite substantial prizes can be offered. In addition to 1st, 2nd and 3rd prizes, all unplaced finishers in a race can qualify for a small prize, if profits permit. In terms of selling tickets remember that the more offered, the more are likely to sell. The Draw can take place at any convenient time shortly before a race or competition and can be at an ordinary meeting or a special function.

Information on the law relating to the promotion of sweepstakes can be obtained from your Local Authority and it is essential the Gaming and Lottery Laws be observed.

You could even stage your own races or competitions to run sweepstakes.

T

TABLE TOP SALE

These sales can be held indoors or outdoors. Obtain a suitable venue and 'sell' pitches to local people and organisations. You supply a table for each fee paid. You are responsible for all advertising, 'selling' of tables, provision of refreshments etc.

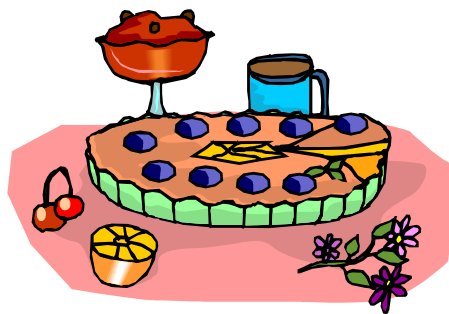
Each seller provides their own goods for sale and float and prices their goods accordingly.

You can theme the sale if you want to. Babies and children's items often sell very well at this type of event.

Extra revenue can be raised by charging an admission fee, having a couple of 'tables' selling items solely for your Phab Club's/ Project's benefit, holding a raffle etc.

TART & TIPPLE

These make good weekend lunchtime events. Sweet or savoury pies, cakes, tarts etc are provided and guests may also be asked to bring a suitable flan or pie. Drinks, soft and alcoholic, are available for purchase (remember to obtain a licence to sell alcohol) as well as ticket sales and a raffle or tombola.



TOMBOLA

This fundraising exercise can be run on its' own or incorporated into another event. Gather suitable small prizes from various sources. Perhaps each Club/Project member could bring in an unwanted gift for a prize.

Decide how many prizes you want to have. Many people put raffle tickets ending in '0' and/or '5' on the prizes. All the remaining tickets go into a bucket or drum. Then sell tickets to participants. You could make it cheaper for people to buy more tickets for example 50p for one go or £1 for 3 gos.

TRAVEL FILM SHOW EVENING

Most large travel companies can obtain attractive holiday films and films of foreign travel and would be pleased to encourage showing them to an audience of sufficient size. This works as free advertising and an opportunity for them to promote sales. Allow the agency to display brochures, posters and holiday details.

To make the event more attractive and encourage a travel agent, combine this event with a fashion show for holiday, leisure and sports clothing.

Make admission open to the public as well as members of your club/project – after all, fundraising should be extended to attract new members. A house or hall of sufficient size in a fairly central location is essential, coupled with publicity. Raise funds via ticket sales, refreshments and a raffle or tombola.

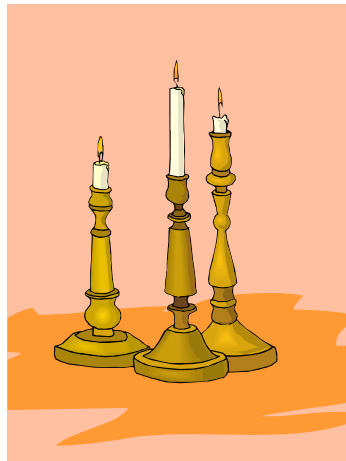
V

VALUATION DAY/EVENING

This event is suitable for two or three clubs/projects to get together and organise. A valuation day/evening requires a suitable room in an hotel or good village/town hall plus additional features including a licensed bar and kitchen if you are going to provide food and drink.

Ask a local firm of auctioneers and valuers to donate their services in return for free and well-organised publicity. Sell tickets well in advance and invite the audience to bring any antiques, interesting items and collectables along. Each article will be identified and valued for insurance purposes. The owner reclaims the piece by paying a small sum eg 1 – 5% of its' valuation – to the club in return for a valuation certificate.

You could also invite an expert to speak on antiques or silver or a similar appropriate subject.



W

WACKY RACE NIGHT

This evening requires a fair bit of planning.

You will require:

- Six chairs
- Six people to act as jockeys
- Six strong pieces of string, several feet long, with a cut-out wooden horse (truck) attached to one each and a cylindrical piece of wood tied to the other end of each piece.

Bets are placed on the jockeys before they each sit on a chair. A cylindrical piece of wood is placed under each chair, between the jockey's legs. The string is then extended as far as possible behind each jockey. Each horse is then sitting behind its' jockey and cannot be seen by him or her. At a signal the jockeys wind the string around the wood as quickly as they can. The one whose horse reaches them first is the winner.

CALCULATING THE ODDS

It is imperative that you have some means of calculating how many tickets have been sold for each horse in each race. The best way of doing this is by producing numbered tickets. You can then be sure not only of how many tickets have been sold but also that you are paying the right winnings to the right horse in the right race.

You then need to decide how much each bet will cost, for example 25p and what percentage of the takings on each race is to be given back in prize money. In the following example this will be 50%.

Once the race is announced the punters can place their bets. Once all bets have been placed you need to calculate how many tickets have been sold for each horse e.g.

HORSE NUMBER	TICKETS SOLD	AMOUNT TAKEN
1	10	£2.50
2	8	£2.00
3	5	£1.25
4	15	£3.75
5	9	£2.25
6	12	£3.00
TOTAL	59	£14.75

As we have decided that we are to give back 50% of the takings the approximate prize fund equals £7.37 (£14.75 divided by 2) and you need to work out the odds.

If horse 1 wins there will be ten winners to share the £7.37 which would give them 74p each. You need to round this to the nearest 25p making the prize money 75p each. This would give odds of 3/1 (75p divided by 25p = 3). You do not give the stake back.

HORSE	NO OF WINNERS	AMOUNT PER WINNER	ODDS	TOTAL PRIZE	PROFIT
1	10	74P (75P)	3/1	£7.50	£7.25
2	8	92P (£1.00)	4/1	£8.00	£6.75
3	5	£1.47 (£1.50)	6/1	£7.50	£7.25
4	15	49p (50p)	2/1	£7.50	£7.25
5	9	82p(75p)	3/1	£6.75	£8.00
6	12	61p (50p)	2/1	£6.00	£8.75

From the above you can see that horses 4 and 6 are the favourites and horse 3 is the outsider. Horse 6 is the most profitable and horse 2 the least. If horse 1 wins each winning tickets receives 75p, horse 2 £1.00, horse 3 £1.50 and so on.



WHIST DRIVES

The organisers of whist drives should provide cards, tables and prizes. Private houses could be used on a rota basis. You could also hold a whist tournament throughout a number of different clubs in your area that could provide players, culminating in a final.

Whist drives can be held on a regular weekly or monthly basis, with little effort by a small club/project and over a 12 month period a surprising amount can be raised, especially if simple refreshments are sold and regular raffles are arranged. Further income can be raised via entry and playing fees.

WHITE ELEPHANT SALES

This type of sale can be planned on much the same lines as a jumble sale, either on a large-scale or for a stall at a bazaar or fete. It differs from a jumble sale in that it attracts a different type of buyer, prices are higher and more effort is needed to bring in buyers.

'White elephants' are items which have a certain value, but are no longer of use to the owners – though they might well be appreciated by other people, dealers and collectors. When asking for gifts or obtaining items it should be clear that this is NOT a jumble sale.

As always charging an entrance fee, providing refreshments and organising a raffle will increase funds raised.

Z

ZODIAC FUNCTION

This could be a party, supper, lunch or other purely social event and is really another example of the use of a theme. A little imagination will suggest types of food and drink that can be linked to at least several signs of the zodiac e.g. crab salad (Cancer), double choc chip cookies (Gemini), fish curry (Pisces) etc.

The event can be made more interesting by labelling food and drink with zodiac names. Provide guests with lapel badges related to their birthdays – you can include the main characteristics listed briefly. Descriptions of the main characteristics can also be placed at intervals around the room.

Other variations could include fortune-telling, palm reading, reading tea leaves, tarot cards etc. You could have photos of celebrities born under certain star signs etc.

To make the event more interesting why not use the much publicised astrology features on which signs attract each other – send Pisceans to mingle with Cancerians but keep Scorpios away from Taureans! Buy one of the huge variety of small astrology booklets available to provide material for other ideas.

Ticket sales, refreshments, a raffle with an astrological theme etc. will help raise money.