

## Fundraising Events

Bring your fundraising ideas to the Students Union for support and advice. They will be able to help you with event/activity ideas and planning, risk assessments, insurance, financing the event and other resources.

Below are a list of Do's and Don'ts to help you start organising your event:

### Do

- **Do let us know that you're running an event:** We can help you run the event and ensure it is a success.
- **Do bank your money through us:** The Students' Union is a charity, and it is not able to give money to other charities. Banking your money through RAG will ensure that all the money is passed on to the charity without breaking the law.
- **Do follow legislation:** Any fundraising events require you to follow certain guidelines and laws. Let us know about your event and we can advise you on how to follow them.
- **Do maximise your reach:** Tell everyone that you know, get them to tell everyone you know, even tell people you don't know. Think about setting up online donations too.
- **Do set up a Just Giving page:** This makes it super easy for people to donate money for your cause. (Other online donation platforms are available)

### Don't

- **Don't forget to plan:** The more that you plan, the less likely anything will go wrong. Try and raise money through every part of your event.
- **Don't shake your bucket!:** Be proactive and draw attention to yourself by being engaging, don't shake the buckets! This is part of one of many guidelines so contact us so we can help you get it right.
- **Don't make people feel uncomfortable:** Try and remember who you have already asked to avoid repeatedly asking the same people. Never be forceful and give people the chance to say no.
- **Don't walk around with money:** We advise you to get the money to us the day of the event. This way we can count and bank the money as quickly as possible.

## Top Tips

- **Let us know as soon as possible:** The sooner that we know about the event that you're planning on running the more help we can give you. We can promote the event and help it to reach its maximum potential.
- **Think outside the box:** Just because you might be sporty doesn't mean that you have to focus on a sports orientated event- think outside the box and do something completely different!
- **Look for opportunity:** Always look for ways to raise as much money as possible. If you are holding a film night, sell popcorn, sweets, drinks etc. This can really boost the amount of money that you raise.
- **Spread the word:** Tell as many people as possible about the event and get as many people that you know involved. Use social media because it is a huge platform, and it can help to spread the word.

## To get started

- Visit our website: <https://www.worcsu.com/volunteer/rag/>
- Email us: [studentsunion@worc.ac.uk](mailto:studentsunion@worc.ac.uk)
- Like our facebook: [facebook.com/wsurag/](https://www.facebook.com/wsurag/)
- Follow us on Instagram: Worcrag