

How to Fundraise

RAG is run by Student Committee who spends time organising fundraising events and other activities to raise money for nominated Charities. RAG supports students to fundraise for any registered charity of their choice as well as fundraising for their nominated charity. As Worcester Students' Union is a UK registered charity it is subject to legislation contained in the Charities Act, this means that all charity fundraising must go through the RAG account due to rules around one charity donating to another charity.

Here is a fundraising toolkit to help you raise lots of money for charity, if you have any questions e-mail us on studentsunion@worc.ac.uk.

Plan an Event

The first step is to think of a fundraising idea. You can use your imagination or have a look through our 'RAG and other Fundraising Ideas' booklet which will give you some guidance on what sort of events you could do.

When you have decided on your idea, you need to make sure you plan it properly to increase the chances of it being successful. The Students' Union and the RAG committee are here to support you and to help get you started, so always let them know what you are planning. When you know exactly what you would like to do ensure that you submit a RAG Event/Activity Form which can be found here: <https://www.worcsu.com/volunteer/rag/hub/> This way both the SU and the RAG Committee can support you effectively.

Book a Bucket

You can book a bucket for a specific event or fundraising activity through our RAG Event/Activity Form. Alternatively, you can book a bucket from the Welcome Desk, through the RAG Committee, all you need to do is e-mail studentsunion@worc.ac.uk or Student Groups Assistant.

You should provide the following information:

- Date you need the bucket for
- Charity name and Charity logo
- UK Registered charity number
- Your name and student group

Your collection bucket will be prepared and sealed by our reception team - make sure you follow our simple dos and don'ts when raising money.

- ✓ Do clearly display the charity name and number at all times
- ✓ Do return your buckets to the SU Welcome Desk as soon as possible after the event

- ✓ Always cash in any money raised to the RAG account via the SU (never into a personal account)
- × Don't shake buckets when collecting money
- × Don't break the seal on the bucket - this way no money is unaccounted for and all the money you have raised is sent to the charity.

Raffles & Lotteries

Raffles are regulated by the Gambling Commission as they count as a form of lottery. While you normally need a licence to run a lottery some are exempt as detailed below:

- None of the sums raised are to be used for private gain.
- Tickets **MUST** only be sold during the event, on the premises where the event is held.
- The draw **MUST** take place during the event.
- Deductions from profits going to good causes should not exceed £100 in costs and £500 in prizes.

All student groups do not need a licence to run raffles for their own members or as a one-off at a single event. For more information about Raffles & Lotteries contact us at studentsunion@worc.ac.uk.