



Teddy20 Fundraising Pack

Essential information and helpful tips to ensure the success of your fundraising campaign!

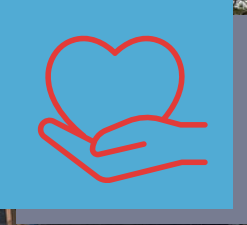


Supporting Children &
Young People with Cancer

www.teddy20.org

Registered Charity No. 1174553

TEDDY 20
Supporting Children with Cancer



Welcome to the Teddy20 Fundraising Pack!

Thank you for considering to support our mission to provide hope and assistance to children and young people battling cancer. Your dedication and generosity can make a world of difference in their lives.

In this pack, you will find all the tools, tips, and resources you need to plan and execute successful fundraising events for Teddy20.

What we do

At our core, we are dedicated to offering emotional and financial assistance to children and young individuals who are courageously battling cancer and navigating the challenges of treatment.

We strive to alleviate the burdens that cancer brings by extending a helping hand to both the young patients and their families. By fostering a community of compassion, understanding, and solidarity, we aim to not only provide practical financial aid to ease the strains of medical or funeral costs but also to offer a shoulder to lean on during the toughest times.



About Teddy20

In 2010 the Newtons faced the unthinkable - the loss of their youngest child, Ted, to a rare and ruthless cancer called Ewings Sarcoma. The Newtons chose to honour Ted's memory by helping other children facing the same harsh reality.

Teddy20's journey began with dedicated fundraising efforts, community events, and tireless advocacy. Months of hard work paid off when they acquired "Ted's Shack" caravan in the serene south-west. Here, hundreds of children and families found solace away from the sterile hospital environment and the relentless grip of cancer.

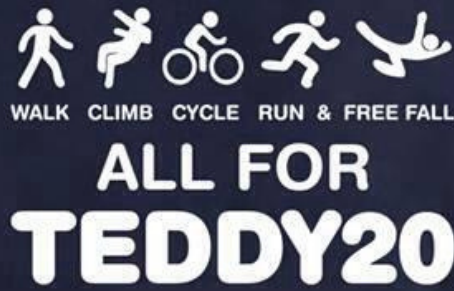


Ted's Shack has now become a sanctuary of laughter, dreams, and cherished memories. It offers respite and healing, a place to escape the hardships of cancer.



After founding Teddy20 officially in 2014, the charity continues raise awareness and funds for children and young people with cancer by organising various fundraising events, including skydives, challenging bike rides, heart-warming hero's parties, and festive season activities with Santa's sleigh.

In loving memory of Ted Newton, 1999 - 2010



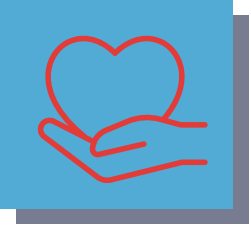
Deciding on your fundraising idea

Finding the right theme or idea for your activity might seem a bit tricky, but we've gathered some fun and tested options to help you get started! You can use them as they are or tweak them to match the interests of your friends, family, or colleagues.

- Coffee & Cake Sale
- Dress Down Day
- Fancy Dress Party
- Walk To Work Week
- Give It Up
- Sweepstake
- Raffle
- Talent Show
- Murder Mystery Evening
- Quiz Night
- Easter Egg Hunt
- Board Game
- Darts Tournament
- Donate A Day's Wage
- Bag Packing Day
- Office Olympics
- Handmade Gifts
- Come Dine With Me
- Zumba Class
- Donate Your Birthday
- Big Brunch
- Wear Green For Barnardo's Day
- Carol Singing
- Battle Of The Bands
- Charity Head Shave
- Summer Fete
- Pose For A Charity Calendar
- Charity Ball
- Sponsored Silence
- Snooker/Pool Tournament



"Every single penny you raise has a significant impact on the well-being of children and young individuals battling cancer"



Set your budget and fundraising target

When it comes to your fundraising efforts, having a fundraising goal is like having a compass. Go big, push your limits – we've got your back to support your awesome fundraising journey!



Create a list of all the expenses associated with your fundraiser. Common expenses might include equipment, supplies, marketing, and any other relevant expenditures.

At the end of this pack you can find a simple cash record sheet that we would suggest you use to ensure all monies are accounted for. This can be downloaded in excel format from our website.

Set a date, time and location



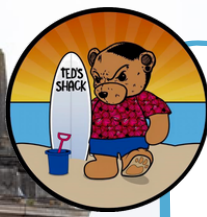
Set a date, time and location for your fundraising event. Don't forget to allow yourself ample time for planning your fundraising activities and extend invitations to others to join in.

Who will be involved?

Having enough volunteers will ensure your fundraising event runs smoothly.



Volunteers should be secured as early as possible and back-up volunteers should be considered in case any volunteers pull out.



£15,000 raised which is enough to keep Ted's Shack open for a whole season!



Le Teddy Tour 2023 - The Heineken Run

12 Cyclists cycled over 215 miles across 3 countries and raised £15,000 for Children and Young people with cancer

“Le Teddy Tour 2023 was an absolute pleasure to be involved in. The organisation and support team are amazing which helps make this experience. It’s a real team effort with this being a tour and not a race. I met some truly awesome people from all walks of life who are now friends. I encourage anyone who is thinking about joining the fight and taking part in the Le Teddy Tour to go for it! You won’t regret it, if I, a tired mother of two can do it anyone can! Together we can make a difference to children and young people living with cancer’s life.”

– Alice Jewer, Le Teddy Tour 2023 cyclist.



Final Checklist:

☐

Confirmed your fundraising idea

☐

Set a fundraising budget

☐

Set a fundraising target

☐

Set a date

☐

Set a time

☐

Confirmed a location

☐

Confirmed volunteers



The Fun Legal Stuff....

No matter what your plans entail, it's crucial to prioritise safety and compliance with the law.

Let's take a closer look at some fundamental aspects of health and safety:



1. Raffles:

Organizing raffles can be an effective way to raise funds, but it's essential to familiarise yourself with the legal requirements in advance. Stay informed by visiting gamblingcommission.gov.uk for the latest advice and guidance.

2. Food Hygiene:

Whether you're selling cupcakes or hosting a three-course dinner, food safety regulations apply. To ensure you're on the right side of the law, consult food.gov.uk for comprehensive information.

3. Insurance and Licensing:

While we are here to offer assistance, please note that we cannot assume responsibility for your event and cannot accept liability. We strongly recommend that you contact your local authority to determine whether any special licenses or permits are necessary.

Remember, safety and legality should always be at the forefront of your event planning.



Register your event with Teddy20

Now you have finalised your plan its time to register your event with Teddy20. Contact info@teddy20.org about your fundraising idea and include all the relevant information you have gathered by working through this fundraising guide.

Teddy20 will look over your information and come back to you with confirmation and an event number. To ensure you get the instant go-ahead make sure you have included all the information about your fundraising plan.

Spread the word

It's time to tell everyone about your event! Share wide across social media and don't forget to tag us so we can help share your event or send photos info@teddy20.org. Post interesting content throughout your fundraising journey to keep your followers engaged.

- Share your JustGiving page
- Ask your friends and family to contribute to the cause.
- Create a Facebook event or a hashtag on Twitter or Instagram to monitor your fundraising progress.
- Capture photos during your fundraising event to share afterward.
- Give thanks to those who have donated.



Fundraising Extras

Sponsor forms

A paper version is just as good! A template sponsor form can be found at the end of the pack and an excel version is available from our website.

JustGiving

We're linked with Just Giving, the Number 1 online platform for giving. Set up a Just Giving page so friends and family can sponsor you. We will also share this on our Facebook page to help increase exposure. Head to [JustGiving/Teddy20](https://www.justgiving.com/Teddy20) to make a start. JustGiving donations come straight to Teddy20.

Gift Aid

Gift Aid allows Teddy20 to claim 25p for every £1 that you donate. Make sure that when people donate, they complete the Gift Aid declaration on your sponsor form or JustGiving page.

Match Funding

Ask your employer or local business to match your fundraising total!



Celebrate your success!

You are a Teddy20 hero. You've done something amazing for children, young people and their families.

We can't thank you enough for your support.

"Every single penny you raise has a significant impact on the well-being of children and young individuals battling cancer"



Keep in touch

We want to hear from you. Write to us at info@teddy20.org if you need a chat, marketing materials, advice or simply some inspiration.

www.teddy20.org



TheTeddy20



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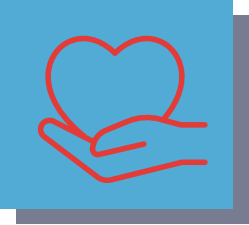


Cash Record Template

This template can be used to record your takings from the fundraising event. This should be provided along with any physical monies to Teddy20 once the event has finished and all monies have been accounted for.

If you've used JustGiving, this money will already be with us.

Event Name Here - Cash Record Sheet					
FUNDRAISER REP					TEDDY20 REP
DATE	AMOUNT	PAYMENT TYPE	DESCRIPTION	MONEY RECEIVED DATE	CASH BANKED
12/12/23	£50.00	CASH	DAY 1 OF EVENT - RAFFLE		
12/12/23	£95.00	CASH	DAY 1 OF EVENT - BUCKET DONATIONS		
12/12/23	£5.00	CARD MACHINE	DAY 1 OF EVENT - BUCKET DONATIONS		
TOTAL	£150.00	CASH & CARD	ALL FUNDS TAKEN FROM DAY 1 OF EVENT		
SIGNATURE:					



Sponsor Form Template

Sponsor forms are a good way to collect fundraising donation offline. You can use this template or adjust to suit your event.

Teddy20 Registered Charity Number 1174553
Event Number: **PROVIDED BY CHAIRTY**

Sponsorship Form - **EVENT NAME**

Please sponsor me **NAME HERE** to **EVENT DETAILS**

Full name (First name and surname)	Home address Not your work address (this is essential for Gift Aid)	Postcode	Amount £	Date paid	Gift Aid? (✓)

We, who have given our names and addresses below and have ticked the box headed 'Gift Aid' want the charity named above to reclaim tax on the donation detailed below, given on the date shown, we understand that each of us must pay an amount of income tax or capital gains tax at least equal to the tax reclaimed by the charity on the donation.