**Supporting three South Yorkshire NHS charities:** 











At Manvers Lake, Rotherham



## Fundraising pack

### **Event information**



















Thank you for joining us at the first Autumn Memory Walk event, supporting your local NHS charity. By taking part, you're helping us to support families in our community facing difficult times.

We are so thankful that you are choosing to remember your loved one in such a meaningful way and we hope this event offers you a gentle space to remember and celebrate their life.

The sponsorship you raise will help us to go above and beyond for patients and families in your local community. This pack contains everything you need to make the most of your fundraising, so let's get started!

#### Your fundraising pack:

- Walkers checklist and FAQs
- Route map and directions
- How to set up your JustGiving page
- Fundraising ideas

- Tips for fundraising success
- How you're making a difference
- Poster for you to personalise
- Sponsor form

## What will I need on the day?



1.



**Comfortable** shoes

2.



Your Autumn Memory Walk t-shirt

3.



Weather appropriate clothing

4



Water

#### Are dogs allowed at the event?

Yes, well behaved dogs on leads are welcome at the event.

#### Is the route wheelchair and buggy friendly?

The memory walk route is approximately 5km around Manvers Lake. Parts of the path are accessible for pushchairs and wheelchairs; however, please note that access may be limited in some areas due to uneven terrain or narrow sections. We recommend that participants with mobility needs contact us in advance for more details or to discuss individual requirements.

#### Will there be food and drink available on the day?

Yes, there will be various stalls to purchase food and drink items.

#### Can spectators attend?

Yes of course!

# FAQS

## Route map



There will be marshals stationed along the route who will be able to direct you along the way.

Please refer to the map below which highlights the 5km route.



#### **Directions**



#### The Satnav postcode for Manvers Lake is S63 7BU



## JustGiving<sup>™</sup> How to guide

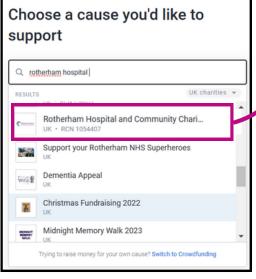
Just Giving is a fast and effective way to fundraise. We have lots of supporters who choose to use Just Giving for online fundraising and here are some top tips for setting up your page...

#### How do I set up a Just Giving page?

Setting up your Just Giving fundraising page is easy.

- 1 Visit www.justgiving.com and click 'Start fundraising'
- Select 'Fundraising for charity' and follow the steps to create your account, or login if you have an existing account.
- **3** You will be asked to select a charity. You can search for 'Rotherham Hospital and Community Charity' and select us!
- 4. Follow the steps to complete your Just Giving page (you will be asked if you're raising money in memory of someone and if you're taking part in an event).
- 5. If you're taking part in an event, search for your event from the drop down box and select it. If your event doesn't appear don't worry, you can click 'add your own activity' and follow the instructions.
- **6.** Set your target! Don't worry, if your target isn't reached, all funds raised will still be received by us.
- 7. Personalise your page by adding a title and your 'Fundraising story, which will appear at the top of your page. This is your chance to tell your supporters why you're raising money for us and why the charity is important to you. You can also add a cover photo of your choice, or use our standard charity cover photo.

Select this option to fundraise for us



#### **FAQs**

Does it cost anything to fundraise on **JustGiving?** No, setting up a page is free! However, JustGiving takes a small percentage of donations to cover platform costs.

How do donations reach the charity? **Donations** are automatically sent to the charity, so fundraisers don't need to transfer money themselves.

Can I link my fundraising page to a team or business? Yes! You can create a team page for group fundraising or company charity efforts.

How long can my fundraising page stay open?

Your page stays live as long as you need it.

## **Fundraising ideas**

### Creative ways to raise money

### Fundraise at work



A great way to raise sponsorship is to get your colleagues involved! Send an email to your work mates to let them know about your in-memory fundraising, or suggest a dress-down day or charity office raffle.

#### Hold a raffle



If you can source a prize (this could be anything from a hamper of donated goodies to vouchers from a local business), holding a raffle is a fantastic way to raise extra funds.

## Host a coffee morning



Who doesn't love a coffee and a cake? Invite your friends, colleagues and family to your very own coffee morning and donate the proceeds to your fundraiser.

## Hold a jumble sale



Are you ready for a clear out? Declutter your home and raise money at the same time by hosting a jumble sale in your community.

## Host a quiz night



Host a charity quiz night, or maybe a bingo night? You could gather your friends for an open mic night, or if food is your thing a themed dinner party could be so much fun! You could charge your guests a small fee to attend with all proceeds going towards your fundraising target.

## School or community group fundraiser

Are you part of a local club or group? Or maybe your children's school could support your in-memory fundraising? There are many ways your local community can help support your fundraising from raffles, to bake sales.



## Ready to start fundraising?



Hints and tips to help you

However you decide to raise money, there are a few simple ways you can maximise your fundraising success!

Set a fundraising goal!

Setting yourself a target is a great way to encourage your supporters to donate and reach your goal. Also, it's a great way to stay motivated on the run up to your challenge.

Check if your funds can be matched

Lots of companies and organisations offer match funding. It's worth checking with your employer if they have a match giving scheme and if not, asking if they would like to make a donation can make a huge difference to your fundraising goal.

Gift aid!

Don't forget to ask your supporters to gift aid their donation if they are a UK tax payer. For every £1 they donate, HMRC will give us an extra 25p - at no extra cost to the donor.

Spread the word!

Share your fundraising on social media! Sharing your personal experience with the NHS, and telling your friends and family why you're passionate about raising money can make a real difference.





## How your support makes a difference

By taking part in our Autumn Memory Walk, you're helping us to transform the hospital experience for patients living with dementia and their families.

We understand that being admitted to hospital can be an uncertain time for patients affected by dementia and their families. That's why we are so passionate about making lasting changes to our hospital to make their experience better.

With your help, we aim to raise £250,000 to transform multiple hospital wards at The Rotherham NHS Foundation Trust into warm, welcoming dementia-friendly spaces. The charity appeal aims to fund:

- · A dementia-style café, games area and a garden inspired potting shed space
- Quiet rooms for calm and therapeutic activities
- · Replacement of lighting and flooring to reduce confusion and promote safety
- Rest areas for loved ones and reclining chairs for carers to stay close to their loved ones in hospital
- · Dementia-friendly clocks and bays that reduce confusion
- RITA systems (Reminiscence Interactive Therapy Activities) using music, films and games to spark joy, memory and connection.

These aren't just upgrades — they're transformative changes that will improve the hospital experience for patients living with dementia, their families and carers.







I'm walking in memory of



Please sponsor me, every penny raised makes a big difference.





## **Sponsor form**

Name:	
Address:	
Email:	
Phone:	
Event:	
Date:	
About	
my event:	

Make your donation go further with Gift Aid | Gift Aid Declaration

By ticking the Gift Aid box, I confirm that I am a UK taxpayer. I understand that Gift Aid will increase the value of my donation by 25% at no extra cost to me. I understand that if I pay less Income Tax and/or Capital Gains Tax than the amount of Gift Aid claimed on all my donations in a tax year, I am responsible for paying the difference. I give Rotherham Hospital and Community Charity permission to claim Gift Aid on this donation and any future donations I make,

unless I notify you otherwise.

	Please complete for gift aid					
Full name	House no / name	Postcode	l'm a tax payer	Sponsor amount	Paid	Date of donation
Susan Smith	32	WN5 ODW	<b>✓</b>	£10	<b>✓</b>	10/12/23

By providing your details, you consent to Rotherham Hospital and Community Charity collecting and using your data for the purposes of processing your donation and, where applicable, claiming Gift Aid. We will only use your personal information in accordance with data protection laws and will not share your information with any third parties.



# Our charity team are here to help you every step of the way...

Now you're ready to start fundraising! Don't forget, the team are always here to help and guide you throughout your fundraising journey.

If you require any fundraising materials such as buckets or posters please get in touch.

Email: trft.rhcc@nhs.net | Call: 01709 426821

## Thank you

