

Fundraising for St John Ambulance

Suggested fundraising activity plan for a Bronze Duke of Edinburgh's award

Week 1	Find out about St John Ambulance Make sure you know why you've chosen to support St John Ambulance - the more you know about our inspirational work, the more likely you will be able to encourage people to support our cause. Think about what makes St John Ambulance special to you. If you need a little inspiration, learn more about how your support saves lives .
Week 2	Find your fundraising idea First things first, you'll need to decide what kind of fundraising event you'd like to do. A great way to fundraise is to get others involved - we have lots of ideas of how you can fundraise at school or work . If you're unsure of what to do, take a look at our best fundraising ideas or get in touch with us for more help and advice. We also have a free fundraising pack full of inspiring ideas.
Week 3	Dates and times and tell us about your fundraiser Now you have your idea, you need to decide when and where your event will take place. Next you should get in touch with our Community Fundraising team by completing this online form . Don't forget to mention on the form you are doing this as part of your DofE award. Under 18? Please ask a parent/guardian to complete the form for you. Our community fundraising team will get in touch and provide you with fundraising advice and plans, tips, tricks and materials to support you with your fundraiser.
Week 4	Support for your fundraising After deciding on a date and venue, you'll need to work out the best way for people to donate money, usually this is online. See our guide to setting up an online fundraising page for more information on how to do this.
Week 5	Promote your event Spread the word about your amazing fundraising event on social media. Share a link to your fundraising page on Facebook, Instagram, and Twitter. Let people know why you've chosen to support St John Ambulance. Provide regular event updates, and make sure you tweet @stjohnambulance and like us on Facebook . You could even get in touch with your local press!
Week 6	Half way there! Review your progress so far and see where you are on your timeline. Spend a bit of time now thinking ahead to the day itself to make the day run smoothly. Also, it's important to make sure your event is safe for everyone, so have a read of our advice on how to keep your event legal and safe .



**St John
Ambulance**



Week 7	<p>Get Social!</p> <p>Think of the type of photos you might want to take at the event. Get creative but make sure that you get permission if you are posting photos of others. Encourage 'likes' and 'shares'</p>
Week 8	<p>Time to take stock</p> <p>Review your check list for the actions and deadlines. Are you on track? Does everyone know the plan? Do you have everything you need e.g. if you are holding a bake sale do you have all the ingredients ready, a tablecloth, paper napkins, plates, wipes, tubs for storage.</p> <p>Ensure everyone is informed of what is happening and also where and when. Is there anything else that you could do to make your event fun and interesting?</p>
Week 9	<p>A week to go till the event</p> <p>Go through your check list carefully- is everything ready? Who's confirmed? Do you need a final push on the publicity? If you're doing it at a school - try to get a slot or mention at Assembly.</p>
Week 10	<p>Event Day - have fun!</p> <p>Enjoy your event! Have fun baking cakes, singing karaoke, or whatever it is you're doing. Let's face it, you're doing it for a good cause.</p> <p>We'd love to see any pictures so remember to use #TeamSJA in your social media posts as we'd love to see what you're up to! This is also evidence of your volunteering that you can upload to eDofE.</p> <p>Remember to thank everyone on the day. Keep money safe and secure and ensure you clear away everything after your event.</p>
Week 11	<p>Paying in</p> <p>It's important to make sure that the funds you raise are safely paid in. If you're raising the money via an online fundraising page, such as JustGiving or Virgin Money Giving, the money will come directly to us.</p> <p>Alternatively, you can find out other ways to pay in on our make a donation page.</p>
Week 12	<p>Well done and saying thank you</p> <p>The final step - congratulate yourself on all your hard work! The money you raise will help us train first aid in schools, equip our volunteers & run our ambulances.</p> <p>Also, don't forget to thank all your wonderful supporters for their donations of time, money, and expertise. You could send handwritten thank you cards or create an update on social media.</p> <p>Please complete this form to provide your feedback and get your certificate.</p>

What's next?

Remember to get someone to sign your assessors report to show you have completed your volunteering section.

Remember that to plan and carry out an event like this shows many skills that are valuable to employers and will support your application to college or university such as communication, marketing, problem solving, numeracy and more! Remember to talk about what you did in interviews and add it to your CV.



**St John
Ambulance**



Fundraising for St John Ambulance - Activity Log

Week	Date	What you did	Hours	Initials
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				



St John
Ambulance



Sponsorship form

Please sponsor me to (event): _____

Your details

Full name (including title):	
Address:	
Telephone:	Postcode:
My email address is:	
<input type="checkbox"/> Only email me about fundraising events	
<input type="checkbox"/> Email me about the work of St John Ambulance, including direct marketing, raffles, newsletters and appeals	

Thank you for your support

First aid gives people something amazing: the confidence to do the right thing when it really counts. With first aid, anyone can be the difference between life and death.

As the nation's leading first aid charity, we believe that everyone should get the chance to learn how to save a life. The funds you raise are essential in helping us to provide first aid training to people in schools and communities across the country. With your help, we're building a nation of life savers.

Remember you can also create your own online sponsorship page **JustGiving™** at justgiving.co.uk/sja

All cheques should be made out to St John Ambulance. Please return this form to the address below with any cheques you have collected, a personal cheque, CAF or postal order for any cash collected. Please do not send cash through the post to us.

To My Support Service, St John House, 5 Broadfield Close, Sheffield, S8 0XN

If you have any questions, you can contact the events team on 0114 238 7310 or events@sja.org.uk

St John Ambulance advises anyone wishing to raise charitable donations through individual activities to be aware they do so at their own risk.

Boost your donation by 25p of Gift Aid for every £1 you donate. Gift Aid is reclaimed by the charity from the tax you pay for the current tax year.

GIFT AID DECLARATION: If I have ticked the box headed 'Gift Aid', I confirm I am a UK taxpayer. I have read this statement and want St John Ambulance to reclaim tax on the donation given, which is detailed below. I understand that if I pay less income tax and/or capital gains tax in the current tax year than the amount of Gift Aid claimed on all my donations in that tax year it is my responsibility to pay any difference. I understand the charity will reclaim 25p of tax on every £1 that I have given. Remember you must provide your full name, home address, postcode and tick Gift Aid for St John Ambulance to claim tax back on your donation.

**Remember:
full name**

+ home address

+ postcode

+ tick in the Gift Aid box

= *giftaid it*

Full name	Home address (Only needed for Gift Aid; please do not put your work address here, we can only reclaim Gift Aid where a home address has been provided)	Postcode (Required for Gift Aid)	Amount	Date paid	Gift Aid it ✓	I would like to be contacted ✓

£15 helps us to keep one of our Ambulances on the road and serving the community for a day

£25 can allow us to equip someone with the first aid skills to save a life

£60 can provide a volunteer with the kit they need to save a life

£120 could pay for a St John Ambulance trainer to teach first aid to a class of 32 children

£150 could pay for a first aid training mannequin, used to teach volunteers resuscitation

Thanks for supporting our life saving work

Please visit sja.org.uk to find out about other exciting ways you can get involved. We would like to keep in touch with you about our work, services, events and fundraising activities using the contact details you have supplied. You can unsubscribe at any time by sending an email with the subject line 'unsubscribe' to data-protection@sja.org.uk or supportcare@sja.org.uk

To view our privacy policy please visit sja.org.uk/privacy.

Your details will not be shared with any third party organisations (except where we are required to do so by law), and will only be used by St John Ambulance. You are free to change your mind at any time on how and whether we contact you by emailing us at SSC-serviceSupport@sja.org.uk, calling 0114 238 7360, or by writing to us at the address below.

Total donations received:	£
Total Gift Aid donations:	£
Date donations given to St John Ambulance	