



CYSTIC FIBROSIS QUEENSLAND LTD

Planning your fundraiser

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Step 1: Decide who you are going to fundraise with.

Community Fundraising can be undertaken in a variety of ways. These include:

- As a kid (children can fundraise)
- Within the workplace – ask your colleagues to become involved in a fun event that gives them the opportunity to socialise outside of the office, while at the same time benefiting a worthy cause
- As a household/ family – your family can undertake little tasks or hold simple events that can help raise money for CFQ
- In your street – encourage your neighbours to join in activities that can serve as fundraisers
- At school – schools (either primary, secondary or tertiary) always prove to be a great driving force for fundraising
- As a community/ social or sporting club – undertake some extra activities that will benefit CFQ; or
- As an individual – you'd be surprised by what one person can do on their own. There's no need to be shy. If you think you can then do it!

Step 2: The idea

Now that you've decided who you're going to work with, the next step is to come up with an idea. Below are some ideas that you and your fundraising friends may find useful. You could also hold a BIG brainstorming session - get your group together and think of some fun ideas. Remember to think of ideas suitable for all your group to enjoy.

Another idea is to turn an existing event into a fundraiser. For example, your Staff Christmas Party could become a fundraiser by attendees donating \$5 ea; or you might hold a raffle at a staff function with proceeds to be donated to CFQ.

Step 3: Making it happen

Now that you have your fundraising group and idea – who is going to do what? Get your group together and divide up the organisation of the event into sections. Eg: invitations, publicity, sponsorship, food.

Step 4: Publicity

Now that your event is going to happen – tell everyone about it! Read our easy publicity guide to find out how to get the word out.

Step 5: Do it!

The time has arrived – good luck and have fun!

Step 6: Send the money to CFQ

Once you have collected all the money raised, make sure two people count it and then deposit it at the bank or send a cheque or money order to CFQ. If you conducted your fundraising event at work let us know so we can acknowledge their fundraising efforts!



Ideas for planning your fundraiser

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Fundraising ideas for:

<p>Children</p> <p>Small does not necessarily mean less. If your children are interested in raising funds for CFQ, nurture their efforts. And if they're struggling to come up with an idea, here are a few to encourage them...</p>	<p>Party!..Hold a party and charge your guests a gold coin donation for entry. If you would like to be extra creative, think of a theme, and encourage everyone to dress up!</p> <p>In-side-out day..Wear your clothes in-side-out for a whole day. Get your family, friends and teachers to donate money if you actually go through with it.</p> <p>Crazy Hair..Ask family, friends and teachers to sponsor you to colour your hair a crazy colour and wear it to school.</p> <p>Street-side stall..Sell something really creative from your front yard to people who walk or drive by. This can be anything from something you make/invent, to lemonade or watermelon. (Make sure you have parental supervision.)</p> <p>Raffle...Sell raffle tickets to family, friends and teachers. Tell them it's for a good cause and have something crazy for the prize. (please refer to CFQ's Fundraising Events & Activities Guidelines before holding a raffle)</p> <p>Athon..Get family, friends and teachers to sponsor you for a ride-a-thon, read-a-thon or even skip-a-thon. Tell them the more people donate, the more a-thoning you'll do (eg: read more books, or ride around your block a few extra times). Make sure you choose something you like!</p> <p>Odd jobs..Do odd jobs for extra cash. With the money you earn, you can donate some to CFQ and save the rest!</p>
<p>Workplace</p> <p>Workplaces are becoming more and more involved in fundraising – fundraising allows employees to release some creative energy, to socialize with each other and to have fun! As a workplace, you and your colleagues have the ability to raise money for CFQ. Here are a few ideas to get you started...</p>	<p>Morning tea..hold a morning tea, with all proceeds to go to CFQ. This is a great way to bring workmates together in a relaxed atmosphere.</p> <p>True Colours Day..encourage your workmates to 'show their true colours' by wearing their favourite sporting team's jersey or colours to work. All participants make a donation and get to wear casual clothes to work. 'Show who's your tribe and wear it with pride'.</p> <p>Athons..encourage your colleagues to get behind you (or another colleague) by participating in an a-thon. This can be anything from a bike-a-thon to a skip-a-thon. Let them donate a certain amount per lap/jump you do and see the donations roll on in.</p> <p>Dress down day..choose a day for everyone to dress down. Those who dress down donate \$2 and those who don't, donate \$4.</p> <p>Fine jar..anyone who does not comply with office protocol (Eg swears in the office or whose mobile rings during a meeting) pays a fine and all proceeds go to CFQ. You'd be surprised how these will add up!</p>

<p>Household/ Family</p> <p>You and your family could alternatively fundraise together.</p>	<p>Fine jar.. to introduce new rules into your home – and it ensures both parents and kids comply – introduce a fine jar. Introduce some rules and who ever breaks them pays up.</p> <p>Collecting cans.. the family could collect all the household cans and sell them to the local recycling plant.</p> <p>Donations instead of presents..the next time you have a birthday, graduation or Christening party, why not ask your party guests for donations instead of presents.</p> <p>Morning tea with Nana..kids can organise the extended family to get together and have morning tea with Nana (or Pop). Everyone brings a plate and makes a donation. It's a great way to get the family together and raise funds for CFQ</p>
<p>Street</p> <p>Get your street involved in some fundraising activities, and meet the neighbours you don't know yet. It's a good excuse for a party and raises fund for CFQ at the same time</p>	<p>Football night..get your fellow footy enthusiasts together and hold a footy night. Round up the street and all guests make a donation.</p> <p>Street party..get the whole street excited about a party. Decide where to have the party, every one bring a plate, and collect donations from everyone who shows up.</p> <p>Cocktail party..you and your neighbours can coordinate a cocktail party, and raise funds for CFQ. Choose a venue and the cocktails you wish to enjoy. Simply write out the list of people who will attend, assign them a bottle to bring and enjoy the evening. Charge each guest a covercharge to make your donation.</p> <p>Sausage sizzle..hold a sausage sizzle the whole street can attend. Charge everyone a dollar a snag, and donate your profits. It's a great Aussie tradition, and a lot of fun.</p> <p>Trivia night..put your neighbours to the test! Everyone pays \$5 to play a triva game. All money goes to CFQ and the winner gets glory!</p>
<p>School</p> <p>Get your school involved in fundraising, by choosing a fun activity that all students can get enthusiastic about. Here are some ideas to get you started</p>	<p>School disco/ concert..the next time your school holds a disco or concert, suggest that all attendees make a gold coin donation for entry. All the proceeds can go to CFQ.</p> <p>A-thon..get your school involved in holding an a-thon. This can be anything from a reading-a-thon, to a bike-a-thon or even a skip-a-thon. All participants get sponsored depending on how many books they read or laps/jumps they do. The best fundraiser may even receive a prize.</p> <p>Battle of the bands..if your school is very musical, you may be able to coordinate a battle of the bands. All bands compete for the 'XXXXX' title and prize, and those who attend make a donation at the door. Get people from the community or your teachers to judge.</p>
<p>Social/ Sporting group</p> <p>The team that wins together can donate together!</p>	<p>Canteen proceeds..as a sports club donate the proceeds from one day's business at the canteen to CFQ.</p> <p>Raffle..as a club why not sell raffle tickets at your next event or awards ceremony. Raffle something you know people will want and donate the proceeds to CFQ. <i>(please refer to CFQ's Fundraising Events & Activities Guidelines before holding a raffle)</i></p> <p>Cent sale/ auction..at the next event your club holds, why not hold a cent sale or auction. Rally up donations of prizes people will want and auction them off at your event.</p>

