citizens advice Rotherham & District

Fundraising Pack

Thank you for supporting Citizens Advice Rotherham and District.

By choosing to fundraise for us, you're helping Rotherham people find calm in a crisis, understand their options, and feel supported when life gets tricky. Every penny you raise goes straight into helping people right here in Rotherham, whether that's with money worries, benefits, debt, housing, energy costs, or simply giving someone the confidence to take their next step forward.

To help you on your fundraising journey, we've put together this easy-to-use guide, packed with ideas, tips, and tools to get you started and keep you going. And remember, if you ever need a spark of inspiration or just a friendly chat, our fundraising team is always here to support you.

Because in Rotherham, we look out for each other, your fundraising makes sure no one faces life's challenges alone. Together, we're giving everyone in Rotherham someone to turn to.

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Why your fundraising matters

You never truly know what someone is facing. It could be your neighbour who always smiles on the school run. It could be your friend who seems to have everything under control. It could be the person serving your coffee, or the man you passed on your way to work this morning. It could even be someone in your own family.

Life can change quickly, a bill arrives, a job is lost, a relationship breaks down, benefits get confusing, housing becomes unstable, or someone just feels overwhelmed. That's why Citizens Advice Rotherham & District is here. And that's why your fundraising matters.

Your support ensures that whoever walks through our door, or reaches out by phone or online, can get the help they need, when they need it most.

Every donation you raise goes directly to helping people in your community. Here's just a few ways your fundraising could make a difference:

£50

Could provide 3 hours specialist debt support helping vulnerable people within our community find a way forwards.

£100

Could fund 5 face-to-face appointments at our central office, helping those most in need access support.

£500

Could provide 4 days of advice, supporting people who feel overwhelmed and alone.

£1000

Could fund 14 home visits, ensuring people with mobility issues, disabilities, or long-term health conditions aren't excluded from the help they need.

By fundraising for Citizens Advice Rotherham, you're not just raising money, you're giving someone in your community hope, guidance, and the tools to move forward.

Together, we make sure no one has to face life's challenges alone.

You will be helping people like Sarah...

Sarah was exhausted, scared, and alone. With no home, she spent nights shivering in a damp shed, struggling with her mental and physical health, and feeling utterly hopeless.

When she reached out to Citizens Advice Rotherham & District, we listened and acted immediately. arranging emergency medical support, connecting her with temporary housing, and guiding her through the complex system to access the help she desperately needed. Within days, Sarah had a safe place to stay and a clear plan to rebuild her life. She began to feel hope again, regained her dignity, and discovered she wasn't alone.

Stories like Sarah's remind us why our work matters so deeply. And with fundraisers like you supporting Citizens Advice Rotherham, people in our community don't have to face life's toughest moments alone.

Ready to fundraise? Start here

Whether you're organising your very first fundraiser or you're a seasoned pro, there are so many fun and meaningful ways to support Citizens Advice Rotherham & District. We all have tough days, and every penny you raise means someone in Rotherham gets the support they need on theirs.

Quick & Easy Ideas

Perfect if you want to get started straight away:

Coffee morning – Bring people together over a cuppa and a chat for a good cause

Bake sale – Cakes, cookies, or savoury treats... everyone loves a homemade bake

Raffle – Ask local businesses to donate prizes and get the whole community involved

Sponsored walk, skip, or run – Get moving while raising funds for our local advice services

Guess the sweets in the jar – A simple classic that works every time

Dress-down day at work – Swap suits for jeans and donate to take part

Blue Day – Wear Citizens Advice blue and show your support loud and proud

Community Ideas

Great for bringing neighbours together and spreading awareness locally:

Community Walk & Talk – A relaxed group walk that encourages connection and conversation

Bingo Night – Simple, sociable, and always popular

Street plant or seed swap – Grow your community and support local advice

Quiz night – Friendly competition with a purpose

Games night – Board games, cards, or bingo for a great cause

Community breakfast – Start the day by supporting people in need

Big Impact Ideas

For those who want to go bigger and raise even more support:

Charity car boot sale – Turn unwanted items into vital funds

Fitness challenges – From step counts to couch-to-5k

Sponsored silence – How long can you last?

24-hour gaming marathon – Play for purpose

Workplace charity challenge – Bring colleagues together to make a difference

Matched giving – Ask your employer to double the impact of your fundraising

Fun & Creative Ideas

Let your imagination run wild:

"Pay What You Can" craft stall – Creativity that gives back

Live music night – Local talent supporting a local cause

Karaoke battle – Sing your heart out for advice services

Human Fruit Machine – Three volunteers + silly costumes = guaranteed laughs

Silent disco – Fun, different, and unforgettable

Spin-the-Wheel or Lucky Dip – Quick, playful fun that everyone loves

Remember, whatever you choose, make it you.

Every fundraiser, big or small, helps someone in Rotherham feel supported, heard, and empowered. By fundraising for Citizens Advice Rotherham & District, you're helping ensure no one has to face life's challenges alone.

Creating Your Fundraising Page

Whatever challenge or event you're taking on, setting up your online fundraising page early is one of the best ways to get the whole of Rotherham behind you. The sooner it's live, the sooner people can cheer you on!

Here are some handy tips to help you get your page started. They might seem simple, but they really do make a big difference.

Don't forget to make it completely your own too!

Choose your fundraising platform

We recommend using JustGiving. Choose the one that is easy for you to share your story.

Add a friendly photo of you

People love to see who they're supporting. A smile or action shot helps them feel part of your journey.

Share your story

Let people know why you're fundraising for us. Your words have the power to inspire them about the difference they can make.

Set a clear, realistic target

Your goal gives people something to aim for with you. Watching you get closer to it keeps them motivated to help.

Keep supporters updated.

Share your progress, photos, and the highs (and even the tricky bits!) along the way. It helps feel like they're part of your journey.

Get Rotherham Behind You

Once you've chosen your fundraiser and set your goal, the next step is inviting others to be part of it. Fundraising isn't something you have to do alone, it's about bringing your community along with you.

The more people who know what you're doing and why, the easier it becomes to reach your goal. Every conversation, post, and message helps build support and keeps your fundraising moving forward.

Share Your Story Locally

Rotherham is full of places where good local stories are welcomed, from newspapers and community newsletters to noticeboards.

When reaching out, focus on you:

- Why you've chosen to fundraise for us
- What inspired you to get involved
- What makes your fundraiser personal and meaningful

Sharing your story often encourages people to support you.

Bring People Along on Social Media

Social media is a simple way to keep friends, family, and neighbours connected to your fundraising journey.

- Share why you're fundraising and what it means to you
- Post photos or short videos as you prepare
- Celebrate milestones
- Thank people publicly for their support

Updates help people feel part of what you're doing and remind them how their support makes a difference.

Reach Out Directly

Often, the most effective support comes from a personal message.

- Share your fundraising link via email or WhatsApp
- Post in workplace, school, or community group chats
- Ask people to pass it on to others who might want to support

People often want to help, they just need to be invited.

Making It Easy to Support You

The simpler it is to donate, the more likely people are to get involved. Offering a few different ways to give can really boost your fundraising.

Online Fundraising

An online fundraising page is a quick, secure way to collect donations and share your story. We recommend using JustGiving, so supporters can donate easily and safely.

In-person Fundraising

If you're collecting donations face-to-face or alongside your online page, there are plenty of easy options.

- Sponsorship forms for workplaces, schools or family events
- Collection tins or buckets at your event or in local shops and pubs
- QR codes on posters or flyers linking straight to your fundraising page

Our fundraising team is always happy to help with templates, materials, or advice to make things as simple as possible.

Your fundraiser doesn't just raise money, it raises hope. By bringing Rotherham along with you, you're helping ensure that anyone who needs support has someone to turn to. Together, even small contributions combine to make a big difference.

A Few Things to Keep in Mind

Fundraising should be fun, memorable, and safe for everyone involved. A few simple steps will help you protect yourself, your supporters, and the amazing work you're raising money for. Most of it is common sense, and we're here to help if you ever need a hand.

For more guidance, you can also check out the Fundraising Regulator Code of Fundraising Practice.

Count and Keep Money Safe

Count together. Two people are better than one. It keeps things safe and accurate.

Secure it. Count cash in a safe place and bank it as soon as possible.

Keep a simple record. It helps you track your progress and shows everyone their support is making a difference.

Share Your Story Honestly

People love a story they can connect with.

Be clear about how donations will help local people in Rotherham.

If the money is split across causes, let everyone know.

Check with us before using logos or charity numbers. We'll make sure it's all good to go.

Choosing the Right Venue

Your venue sets the scene for a safe and successful event.

Check it's accessible for everyone attending.

Ask about licences, permissions, and any restrictions.

A quick risk check helps spot hazards, ensure clear exits, and plan for first aid.

Raffles, Lotteries, and Fun Extras

Raffles and small lotteries can be a brilliant addition to your fundraiser.

If tickets are sold only at your event, you usually don't need a licence.

Thinking bigger? Get in touch. We'll point you in the right direction so you're fully covered.

Serving Alcohol? Keep It Legal

If alcohol is part of your event, make sure the venue has the correct licence.

Always follow age limits and any rules the venue has in place.

Celebrate Your Helpers

Your friends, family, or colleagues are helping make a difference, so let them know!

Say thanks, and show them the impact of what they've raised.

Every bit of recognition motivates more support and keeps the good vibes going.

Remember, a little planning goes a long way. Following these steps keeps your fundraiser safe, smooth, and enjoyable, so you can focus on the fun and the difference you're making in Rotherham.

And remember, our fundraising team is here to help anytime. You've got this!

Getting Your Donations to Us

Thank you for fundraising! Here's how you can safely and easily get the money you've raised to Citizens Advice Rotherham and District.

Cash Donations

Collected cash? Amazing! You can get it to us safely by emailing our fundraising team to get our bank details at: fundraising@citizensadvicerotherham.org.uk.

We will provide you with a unique reference so we know it's from your fundraiser.

Then you can make a bank transfer. It's simple, safe, and direct!

Donations via Online Fundraising

If you've set up a fundraising page on JustGiving and have chosen Citizens Advice Rotherham and District as your charity, your donations will come straight to us. That means you don't need to handle banking or transfers, we'll take care of it for you.

Cheques or Vouchers

If someone has given you a cheque or a CAF voucher as part of your fundraising, please drop us an email at: fundraising@citizensadvicerotherham.org.uk.

We'll tell you exactly where to send it and who to make it payable to.

Workplace or Employer Contributions

Many employers like to support staff who are fundraising. Some companies will match your fundraising.

Even if your workplace doesn't have a scheme, they may still wish to make a donation. It's worth asking!

Fundraising Checklist

You're about to make a real difference in Rotherham! Use this checklist to guide you from your first idea all the way to celebrating the amazing impact you've made. Tick off each step as you go and enjoy the journey!

- ○ **Pick your idea:** Choose something you love, and that will excite your friends, family, or community.
- ○ **Set your goal:** A target keeps you motivated and shows supporters what you're aiming for. Every pound counts!
- ○ **Let us know what you're doing:** Drop us an email or call so we can support you and cheer you on.
- ○ **Grab your fundraising tools:** Posters, sponsor forms, collection buckets, and t-shirts are all available from our team to help make your event a success.
- ○ **Spread the word:** Share your story online, in your community, and with friends, family, and local media.
- ○ **Collect donations:** Online, cash, cheques, vouchers, or matched giving from your employer. Every donation matters!
- ○ **Keep it safe and legal:** Follow the guidance on money handling, venue safety, licences, and activities.
- ○ **Track your progress:** Celebrate milestones, update supporters, and keep a simple record of what you've raised.

- **Pay in donations:** Follow the safe banking and transfer methods in this pack.
- **Say thank you:** Let everyone know how much their support means. It makes a huge difference.
- **Share your impact:** celebrate your success and show how you've helped people in Rotherham through stories, photos, or testimonials.

Moving Forwards

You've already made a real difference in Rotherham, and your fundraising journey doesn't have to stop here. There are lots of fun, simple ways to keep the momentum going and raise even more vital funds for Citizens Advice Rotherham & District.

Why not try another event like a bake sale, coffee morning, quiz, or sponsored walk? Get friends, family, or colleagues involved and turn it into something you can do together. You could also host a themed challenge, a fancy-dress run, a "Blue Day" at work, or even a local talent show, anything that gets people smiling and joining in.

Regular or seasonal fundraisers work brilliantly too. Monthly challenges, community raffles, or an annual bake-off or picnic can provide ongoing support. Partnering with local schools or businesses, through non-uniform days or collection boxes, is another great way to make a big impact from small actions.

Every fundraiser helps someone in Rotherham feel supported and empowered. By continuing to fundraise, you're helping ensure no one in our community faces life's challenges alone.

We're With You Every Step of the Way

Whatever your fundraising idea, we're here to cheer you on, lend a hand, and celebrate every step with you. Give our friendly fundraising team a shout, we can't wait to hear from you!

Email the team today at: fundraising@citizensadvicerotherham.org.uk.

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