



Catalyst Support Limited **FUNDRAISING PACK 2020**

HELPFUL HINTS AND TOP TIPS

INSPIRATIONAL FUNDRAISING IDEAS

HOW YOUR MONEY WILL MAKE A DIFFERENCE

SPONSORSHIP ADVICE AND FORMS

WHAT WE CAN DO FOR YOU



www.catalystsupport.org.uk/fundraise

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THANK YOU FOR YOUR SUPPORT!

We are a local Surrey charity with 30 years of involvement in a number of different projects - helping people is what we do.

Our Charity helps people with their mental health, wellbeing and drug and alcohol use. Fundraising would help us fund even more projects in Surrey

Our Projects

- We support people with their mental health and emotional wellbeing by providing groups, activities and one to one support.
- We partner with the NHS and help people and families coping with drug and alcohol issues
- We provide up to 12 weeks of free counselling for people needing support for their drug and alcohol use - a unique service in Surrey
- We work closely with local authorities and police to help high impact drinkers within our community, reducing 999 calls, hospital admissions and other impacts
- Our projects support some of the most vulnerable people within our community who often find it hard to engage

All donations raised will go directly towards helping people in Surrey - making a real difference to a local community.

Thank you for your wonderful support - and good luck!

The Catalyst Team



INSPIRATIONAL STORIES FROM OUR FUNDRAISERS

Ready to start raising money but not sure what to do? Take a look at some of the amazing adventures our other fundraisers have been on in support of our work.

Whether you are taking on a sporting challenge, hosting a lavish party or simply baking cakes in the kitchen, we want you to have a great time while you are raising money.

It's incredible what you can achieve when you put your mind to it- and you might just discover a new passion along the way!

To read more of our fundraising stories, follow us on social media:



@CATALYSTethos



@catalyst_support



Catalyst Support

The ultimate British challenge



Arleen, John, Julie and Richard cycled from Lands' End to John O'Groats whilst raising funds for our charity. They had heard great things about our Reach Out Counselling service, wanted to support a local charity and chose us.

They did a great job of planning and funding the challenge themselves, booking accommodation in advance. The route was mainly off the main roads as much as possible and they managed to see Dunnet & Duntersby Head and the Lizard Point. The guys cycled 1,689kms with 15,830 meters of ascent over 14 days.

They raised an amazing £1400 for our charity. This is such a great achievement and we are very grateful to them for choosing Catalyst.

MAKING A DIFFERENCE IN OUR COMMUNITY

Every penny that you raise through sponsorship and collections enables us to make a difference to people in our community. Here are just a few examples of how your money can make a difference.

Help support Reach Out Counselling



Our counselling service particularly depends on funds raised through donations.

Reach Out Counselling is partly funded by the Community Lottery Fund. We are very fortunate to work with volunteer counsellors from the community who give their time for free but we still have to provide **professional support** and **expenses** including **room rental**, **refreshments** and **training**.

Our counselling service is for people needing support with their drug and alcohol use. We offer up to 12 weeks of FREE counselling - a very unique service that is not offered by any other organisation in Surrey.

Our funding from the Community Lottery Fund is decreasing - your fundraising could really help this service continue for many more years.

WE
PROVIDE
OVER
2000
HOURS OF
COUNSELLING
EACH
YEAR TO
PEOPLE IN
SURREY

SUPPORT OUR MENTAL HEALTH PROJECTS

We support many mental health and wellbeing projects in Surrey. One of our success stories is The Welcome Wizards, our Mental Health and Community football team. The team started in 2015 with 2-3 players turning up each week to train. This has gone from strength to strength and we now have over 22 regular attendees each week - amazing!

The team is based in Surrey Heath, they meet on a weekly basis for training and are part of a Surrey FA league, playing matches on a monthly basis. This is so much more than a football team, the transformations in each individual has been incredible and the support they provide for each other is invaluable. Being part of our community team has boosted confidence and provided people with the skills to recover and develop.

Your fundraising could really help us grow and develop projects like this even more and ensure they can continue.

Go check out their 'Pass the ball challenge' - [YouTube channel - Catalyst Support](#)



So much more than a football team



The Welcome Wizards at our annual wellbeing and inclusion football tournament - World Mental Health Day 2019

GET INVOLVED AND SUPPORT OUR WORK

Fundraising isn't all about running marathons and climbing mountains. Whether you're a sporting champion or an adrenaline junkie, a car boot king or a tea party professional, there is a perfect fundraising event out there for everyone.

If you're stuck for ideas, don't worry. We'll help you every step of the way- and you can start by taking a look at some of our suggestions below.

Lockdown 'Ready for a Challenge'

We have put together some fun challenges that you can do during lockdown and the following months. Whether you need some motivation to get active and fit or feeling fed up that your training regime will go to waste- we have **a challenge for everyone in mind.**



BIKE TO 100

READY FOR A CHALLENGE?

COMPLETE A 100 MILE BIKE RIDE AND RAISE MONEY FOR OUR CHARITY. DO IT ALL IN ONE GO OR SPREAD IT OUT.

Find out more: communications@catalystsupport.org.uk

BIKE TO 100- Whether you were due to do the Prudential 100, have found a new bike passion or want to push yourself, this challenge is great for all bike lovers. You can choose to do 100 miles in a day or spread it out at a time that suits you. Cycling to work from now on? What a really easy way to get your miles in!



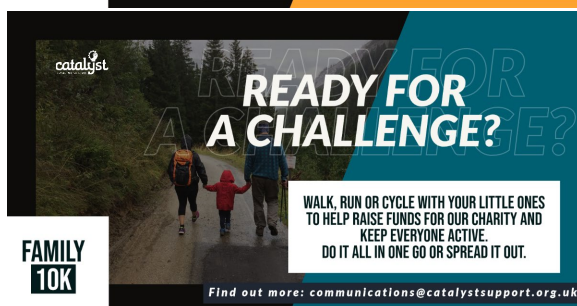
42 IN 42

READY FOR A CHALLENGE?

TAKE ON THE ULTIMATE CHALLENGE OF RUNNING / WALKING 42 KILOMETRES WITHIN 42 DAYS. WHILST RAISING FUNDS FOR OUR LOCAL CHARITY. DO IT ALL IN ONE GO OR SPREAD IT OUT.

Find out more: communications@catalystsupport.org.uk

42 IN 42- An ultimate challenge- can you complete 42 kilometres in 42 days? If you think you can, then take on the challenge and keep yourself occupied during this time while raising money for a local charity. If you were going to do a marathon this year, then this is the perfect one for you. You can spread it out or do it all in one day- it's up to you!



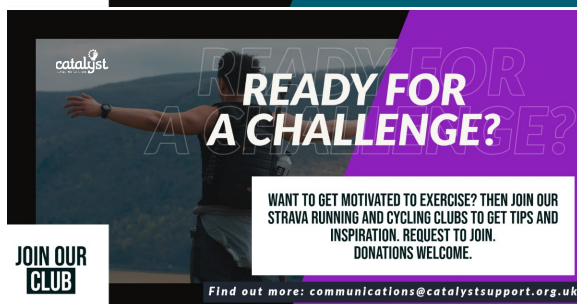
FAMILY 10K

READY FOR A CHALLENGE?

WALK, RUN OR CYCLE WITH YOUR LITTLE ONES TO HELP RAISE FUNDS FOR OUR CHARITY AND KEEP EVERYONE ACTIVE. DO IT ALL IN ONE GO OR SPREAD IT OUT.

Find out more: communications@catalystsupport.org.uk

FAMILY 10K- One for all the family to get involved with. You can walk, run or cycle this one with your little ones. Get motivated, get some fresh air and exercise. It can make all the difference to your wellbeing. Depending on energy levels, you can do it all in one day or spread it out.



JOIN OUR CLUB

READY FOR A CHALLENGE?

WANT TO GET MOTIVATED TO EXERCISE? THEN JOIN OUR STRAVA RUNNING AND CYCLING CLUBS TO GET TIPS AND INSPIRATION. REQUEST TO JOIN. DONATIONS WELCOME.

Find out more: communications@catalystsupport.org.uk

JOIN OUR CLUB - We have created Strava clubs so you can connect with others, monitor your exercise and get tips and inspiration. Its free to join our clubs, donations are always welcome. Search **Catalyst Active** in the Strava app or follow the link below to join:

<https://www.strava.com/clubs/691456>

FIND OUT MORE: WWW.CATALYSTSUPPORT.ORG.UK/READY-FOR-A-CHALLENGE

EASY FUNDRAISERS

READY **SET** **RAISE** **HOW**
YOU CAN
HELP?

A few fundraising ideas to help a local Surrey Charity.



CAR WASH FUNDRAISER

Overalls on and wash while you work!



An easy one for any organisation



BAKE SALE

Whether, running cycling or walking is your thing. Get your trainers out and start fundraising.



A HELPFUL GUIDE TO RAISING MONEY ONLINE

You'll find it much easier to encourage your friends, family and colleagues to donate towards your fundraising if you make the most of your time online.

Setting up a web page will make it easy to share what you're doing and also keep track of your progress. Once you're set up, you can post about your fundraising on social media and invite supporters to donate.



Step 1

Set up a JustGiving page

Setting up a JustGiving page is a quick and easy way to raise money. It will save you hours of asking people for sponsorship- simply create a page and share the link by email and on social media. If raising money for us, link your page to [Catalyst Support Limited](#) - search for charities we will be there. All donations made on your page then go straight to us, so you don't need to worry about transferring the money. Customise your page with photos and information and then let us know so we can share it too.

Step 2

Share your story

Everyone has a different reason for fundraising. Whether you or family members have experienced incredible support from one of our services or you would just like to support a local charity, adding a personal, emotive touch can make a big difference. Write down your story and share it through JustGiving, social media, and in person to boost your fundraising. Encourage people to donate by telling them what you're doing and how the money raised will help the charity.

Step 3

Share on social media

Facebook, Twitter and Instagram are great places for you to share your pictures and video clips as well as the link to your fundraising page. Don't forget to keep your friends updated on your progress and thank them for their generous donations. We would love you to share your fundraising with us too- remember to follow and like all our pages! You'll find all our social media details at the back of this fundraising pack.

Find us on JustGiving - www.justgiving.com/catalyst-support

HINTS AND TIPS TO HELP YOU ON YOUR WAY

Whatever you are doing to raise money, there are a few simple things you can do to maximise your chances of success. Putting in that extra effort will make all the difference when it comes to counting up the coins.

If you follow our golden rules, it won't be long before you see your fundraising total exceeding expectations.

4

**KEY
TIPS
TO
REMEMBER
WHEN
FUNDRAISING**

1. Before you get started, set yourself a target

Setting a target is a great way to keep yourself motivated all the way up until the big day. If you exceed your initial target, you can always increase it to encourage others to donate.

2. Don't forget to Gift Aid it

Make sure all UK taxpayers tick the Gift Aid box on your sponsorship form. For every £1 they donate, HMRC will give us an extra 25p - at no extra cost to the donor.

3. Always check if you can double your money

Lots of companies run match giving schemes, which double the amount of money you raise. Check whether your employer offers match giving and if not, ask if they would like to support your fundraising by making a donation.

4. Stay safe and keep it legal

You'll be responsible for carrying out necessary risk assessments and taking precautions for health and safety and insurance cover for your event. Raffles and prize draws are all governed by legislation, so make sure to check the law before going ahead.

IT'S ALMOST TIME TO GET STARTED ON YOUR FUNDRAISING

There are now just a few final steps before you can kick off your fundraising.

You've decided what you're going to do, set yourself a target, made all the necessary legal checks and set up your JustGiving Page. If you would prefer a sponsorship form, don't worry, we've taken care of that for you! Please go to page 12 of this pack for a Catalyst sponsorship form.

Don't forget, we're here to help ...

Our Communications Team love to help out our fundraisers. We can provide expert advice and guidance for any difficulties you might face along the way.

When it comes to creating your fundraising materials, we can also lend a hand. Our Communications Team will provide you with everything from bespoke posters and flyers to charity-branded T-shirts and collection tins.

If you have any questions or would simply like to say hello, call the team on **01483 590150** or email communications@catalystsupport.org.uk

Thank you and good luck!

All that's left for us to say is a huge thank you for your support and good luck with your fundraising for Catalyst Support Limited.

Without your support, we would not be able to continue helping vulnerable people in the community. Your contribution really does make all the difference. If you have any questions along the way, don't hesitate to get in touch. Our Team will be happy to help!

Get in touch

T: 01483 590 150

E: communications@catalystsupport.org.uk

www.catalystsupport.org.uk

Connect with us



[@CATALYSTethos](https://twitter.com/CATALYSTethos)



[@catalyst_support](https://www.instagram.com/catalyst_support)



[Catalyst Support](https://www.youtube.com/CatalystSupport)



[Catalyst Support](https://www.justgiving.com/CatalystSupport)

Find us on JustGiving

www.justgiving.com/catalyst-support

YOUR SPONSORSHIP FORM



Name: _____ Email: _____

Phone: _____ Event Name: _____

Address: _____ Post Code: _____

Please return your completed sponsorship form to: Communications Team, 14 Jenner Road, Guildford, Surrey GU1 3PL

Make every £1 count and donate through Gift Aid. It means we can claim 25p back from every £1 you give and it will not cost you any extra.



Your Gift Aid declaration: If I have ticked the box headed 'Gift Aid? v', I confirm that I am a UK Income or Capital Gains taxpayer. I have read this statement and want Catalyst Support to reclaim tax on the donation detailed below, given on the date shown. I understand that if I pay less Income Tax / or Capital Gains tax in the current tax year than the amount of Gift Aid claimed on all of my donations it is my responsibility to pay any difference. I understand the charity will reclaim 25p of tax on every £1 that I have given.

Title	Initials	Surname	House name / number	Postcode	Date of donation	Your donation	Gift Aid (please tick)
Miss	G	Smith	10	SE22 5HF	15.1.20	5.00	✓
Mr	M	White	124a	GU4 8EH	22.1.20	10.00	✓
(Please fill in your address details in your own writing, otherwise we cannot claim gift aid)							
Total							
Date paid to charity							

Privacy statement and data collection notice: Under GDPR and the Data Protection Act 2018, we have a legal duty to protect any information we collect from you. Catalyst Support Limited is committed to ensuring that your privacy is protected and that data collected will only be used in accordance with our privacy policy. All personal data collected by Catalyst Support Limited within this form is collected to enable Catalyst Support Limited to process your donations and/or gift aid in accordance with your instructions. The data you provide is used for the following purposes:

- Recording of individual donations and maintenance of running totals
- Reporting of donations for Gift Aid collection and maintenance of accounting records
- We may use this information to contact you if there is a query relating to your donation

COVID-19 - We would recommend you abide by the current Government guidelines when collecting sponsorship money. Where possible transfer money online, complete the forms on behalf of sponsors (i.e. do not pass paper forms around) and maintain social distancing.



Registered Charity No: 1075892 Registered Company No: 3689561

YOUR SPONSORSHIP FORM



Title	Initials	Surname	House name / number	Postcode	Date of donation	Your donation	Gift Aid (please tick)
Miss	G	Smith	10	SE22 5HF	15.1.20	5.00	<input checked="" type="checkbox"/>
Mr	M	White	124a	GU4 8EH	22.1.20	10.00	<input checked="" type="checkbox"/>
(Please fill in your address details in your own writing, otherwise we cannot claim gift aid)							
Total							
Date paid to charity							



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If you need extra copies, please download from www.catalystsupport.org.uk