



# COMMUNITY FUNDRAISING KIT

***“I always wondered, why doesn’t someone do something about that. Then I realised I was somebody.” - Lily Tomlin***

**RACS** REFUGEE  
ADVICE &  
CASEWORK  
SERVICE

# A TO Z OF FUNDRAISING IDEAS

**A**

- Art exhibition
- Auction

**B**

- BBQ
- Bike ride
- Bowling night
- Busking for RACS

**C**

- Cake stall
- Car boot sale
- Carwash day
- Cookies sale

**D**

- Dance night
- Dinner
- Dog walking

**E**

- Easter egg hunt

**F**

- Fashion show

**G**

- Garage sale

**H**

- Hula hoop Contest

**I**

- Indoor games
- I wear mufti day

**J**

- Jump rope challenge

**K**

- Karaoke night
- Knitting group (sell your knitted items after)

**L**

- Lollie sale
- Lawn bowls

**M**

- Marathon
- Market day
- Movie night
- Morning tea
- Multicultural food night

**N**

- Neighbourhood street party

**O**

- Offer your talents/services & ask to be paid by a donation to RACS

**P**

- Party
- Pub Games

**Q**

- Quiz night

**R**

- Races
- Raffle

**S**

- Sausage sizzle
- Soccer Game
- Swear jar
- Speed Dating

**T**

- Trivia night

**U**

- Ultimate Frisbee

**V**

- Vintage clothes sale

**W**

- Wine & cheese tasting night

**X**

- Xmas hampers

**Y**

- Yoga classes

**Z**

- Zombie Halloween Challenge

# TOP TIPS FOR HOLDING A GREAT FUNDRAISER

Luckily, holding a fundraiser isn't rocket science. Just choose an activity you think people would like to get involved in or support, include a fundraising/payment element for attendees, and away you go!



## PLAN YOUR EVENT

Think of an activity or event that you'll realistically be able to plan with the time and resources you have available. Ask friends for help with organising.



## VENUE

Will your event be at a hall, school, park, restaurant, your own home or even online? Choose the right venue for your audience that'll have enough space.



## INVITE PEOPLE!

Give people as much notice as possible and share the event on Facebook or make calendar invites so your attendees don't forget the date. You could even open it up to friends of friends or other networks to get more people attending.



## FOCUS ON FUNDRAISING

While your event should be fun or engaging for those coming, make sure that raising funds is a key part of the event. Will you charge an entrance fee? Ask for donations? Sell merchandise? Have a raffle? Raising lots of funds to support people seeking asylum will make it all worth the effort.



## TELL PEOPLE WHAT THEY'RE SUPPORTING

Explain to people what RACS does and what the funds they are donating will support. Your passion will inspire them!



## DEPOSIT THE FUNDS RAISED

Visit our website and click the donate button to deposit the funds. Include a note or comment about your fundraiser so we know where the money came from. To do a direct deposit please email [fundraising@racs.org.au](mailto:fundraising@racs.org.au) for the bank details. Mail cheques to Refugee Advice & Casework Service at 1-3 Eurimbla Ave, Randwick, NSW, 2031



## THANK YOUR SUPPORTERS

Thank everyone who donated or helped raise funds. Tell them how much they have collectively raised and what that money will directly support.



## DONT FORGET

Check with your local authority whether your proposed activity complies with local rules and laws. Please also email [fundraising@racs.org.au](mailto:fundraising@racs.org.au) for an authority to fundraise letter.



# HOW RACS CAN SUPPORT YOU



**GENERAL ADVICE AND TIPS** to help make your event a success. Give us a call to discuss your ideas or any questions you have.

## RESOURCES

RACS is able to provide you with posters, brochures, annual reports, and banners (if appropriate). Depending on the event, we can supply you with RACS merchandise to sell too.

## INFORMATION ABOUT US

We can provide you with written information about us and our work. Just email [fundraising@racs.org.au](mailto:fundraising@racs.org.au) or check out our website for more details.

## PROMOTION

We can promote your event in our email, social media and website if you wish.

## RACS SPEAKER

We may be able to provide a speaker or RACS representative at your event depending on availability.

## A THANK YOU CERTIFICATE

Once your fundraiser is finished we'd love to acknowledge your support with a certificate.

## A PLACE IN THE RACS COMMUNITY CHAMPIONS HALL OF FAME

If you'd like, we'd be thrilled to feature you and your event in our Community Hall of Fame on our website to inspire other fundraisers. Check it out at: [racs.org.au/community-fundraising/](http://racs.org.au/community-fundraising/)

## PLEASE NOTE THAT WE CANNOT PROVIDE:

- Funds or reimbursement for any expenses incurred.
- Contact lists for you to use in promoting your event (due to privacy legislation).
- RACS staff to help coordinate or run the event itself.
- Applications for permits, licences or insurances required (these are the responsibility of the organiser).
- Prizes, auction or raffle items.

**Every dollar you raise will help provide a real chance of safety for men, women and children.  
Thank you for making a difference.**

1-3 Eurimbla Ave, Randwick NSW 2031

Main line: 02 8355 7227 | Reception: 02 8317 6500 | Fax: 02 8004 3348

[www.racs.org.au](http://www.racs.org.au)