## **Fundraising Guidance**



### **About Harrogate Hospital & Community Charity**

At Harrogate Hospital & Community Charity (HHCC) we fund specialist equipment, training and services, going above and beyond the provision of the NHS to help improve treatment and facilities for all departments and services across Harrogate and District NHS Foundation Trust (HDFT).

#### Three essential steps on how to fundraise for HHCC

If you are part of a community group, school, brownies, cubs pack, or you just want to get a group of friends together to fundraise for patients and their families or alternatively, you are a department at HDFT, then here are some easy steps to kick start your fantastic fundraising:

#### 1. Get in touch:

If you would like to fundraise for HHCC, drop us an email or give us a call and tell us all about your fundraising idea. We will send you a fundraising pack, full of useful hints and tips of how to fundraise on our behalf. We will discuss how we can support you on your fundraising journey and help you get your fundraising idea off the ground. This is a really important step and must be done before anything else.

If you are a department at HDFT and you are receiving or seeking donations, whether this is a physical item such as, gifts, toys, equipment, or a donation in a monetary form, we really need you to contact the HHCC team first. This way we can ensure we follow charity law and guidance and ensure compliance whilst carrying out charitable and professional best practice.

#### 2. Get creative:

What do you want to do? Do you want to run a marathon, climb a mountain or arrange a bake sale? Whatever it is you would like to do as a fundraiser, jot some ideas down. Be as creative and inventive as you like.

#### 3. Get your fundraiser going:

Start planning your fundraiser and follow our fundraising pack. We are so pleased you have decided to fundraise for HHCC and make huge positive differences to patients and their families. We will support you every step of the way, we are only a phone call away if you need help and guidance to make your fundraiser super successful.

# Thanks to amazing supporters like you, we will continue to make life-changing differences:

"We are currently updating our artwork on Woodlands Ward, this Woodland themed artwork brightens up our patient areas which makes an admission a more pleasant experience for our children, we are extremely grateful for these donations which will contribute to this artwork, thank you". Vicky Lister, Woodlands Ward Manager 27 food parcels regularly given to staff and their families to support them through a financially difficult time

Multiple patients and service users benefited from iPads so they could maintain contact with their family during lockdown



Thinking of Fundraising?



We will talk through your ideas and explain how we can support you. This is a really important step, so we can ensure your ideas are complaint. Don't worry, we'll sort this so you can enjoy and get the most out of your fundraiser!

To help discuss your next fundraising steps and how you can get the greatest level of impact, we'll need to know a few things:



Your fundraising idea

Who, What, Where, Why, When

Your fundraising goal

...anything else?