



1978



1992



2018



One Day Together!

Educate Together's National Fundraising Day

Friday 26th October 2018

Fundraising Pack

#ODT2018



Educate Together

Charity Number: CHY 11816

Why does **Educate Together** need to fundraise?

In Ireland schools are only partially funded by the State. The Department of Education pays teachers' salaries and makes a contribution to the operating costs of the school, but this money is rarely enough to cover all of the school's costs. This means that schools need to fundraise to balance their books.

Likewise Educate Together as the national representative organisation for equality-based schools is a charity that must fundraise in order to provide support for and management of Educate Together schools, the development of teaching and learning resources, as well as the opening of new equality-based schools. To support this work, we hold an annual, national fundraising day called **One Day Together** and we invite you and your community to participate in this year's fundraising day!

With your support we can work towards providing more schools which will also guarantee equality for children of all cultures, religions and social backgrounds, fostering interaction and understanding, and ensuring that Ireland's future generations are best prepared for the 21st Century.



How does Educate Together use the money raised?

With the funds raised Educate Together will be able to:



Continue to develop the Learn Together & Ethical Education curriculums at primary and second-level.



Open new schools so that more families can experience the unique equality-based ethos.



Advocate for equality in education so that no child will be an outsider in Ireland's schools.

For every €1 we receive we spend:

55c

...on managing & supporting our schools.

40c

...on opening new schools.

5c

...fundraising and administration.

5 Steps to a fun and successful fundraising event!

1

Work out what type of fundraising activity you would like to organise (try and think of something fun that suits your school community). You also need to decide if you would like to hold an event or be sponsored for an activity.

2

Read through this pack to make sure you understand your responsibilities as a fundraiser for Educate Together.

3

Start organising your fundraising activity:
Set a fundraising target (with a realistic budget). Don't be afraid to ask for venues, prizes and services to be donated, and finally, create a plan on how you are going to reach your target and give everyone who is helping a copy.

4

Hold your fundraising activity. Have fun while you raise funds!

5

Send in the money raised to Educate Together.

40 Fabulous Fundraising Ideas!

2018 marks the year that Educate Together turns 40! We would love if you'd help us celebrate this landmark in equality-based education by taking part in One Day Together 2018. To get you started here are 40 ideas for anniversary-inspired fundraisers!

1. Art Exhibition

2. Bad Hair Day

3. Car Wash

5. Disco

4. Bake Off

6. Car-boot Sale

7. Bath of baked beans

8. Fancy Dress Party

9. Book Sale

10. Head Shave

11. Halloween Party

12. Bring and Buy Sale

14. Football Match

13. Karaoke

15. Dance Marathon

16. Film Evening

17. Guess the Weight

18. Music Concert

19. Swap Shop

20. Sponsored Silence

21. Sponsored Swim / Walk / Run / Cycle

22. World Food Event

23. Quiz Night

24. Variety Show

25. Silent Disco

26. Fashion Show

27. World Music Event

28. Treasure Hunt

29. Raffle

30. Face Painting

31. Talent Show

32. Public Collection

34. Mini Olympics

35. Coffee Morning

33. Pyjama Day

38. Zumbathon

36. Yogathon

37. Spelling Bee

40. 1970s Dress up (the decade Educate Together was founded)

39. Readathon

Fundraising Online



Altruism.ie

An easy way to process your fundraising efforts is to direct your supporters to our fundraising page. Simply visit the One Day Together 2018 fundraising page at this link:
<https://bit.ly/2PagFiE>



You can share the link to the page via email or social media. Every donation made is recorded on our page. Every donation goes securely to the Educate Together Altruism account and then on to Educate Together's bank.

Facebook Fundraiser

A Facebook fundraiser is another easy way to manage your fundraising efforts and process the money you raise. Facebook users can set up a Facebook fundraiser on behalf of Educate Together in matter of minutes.

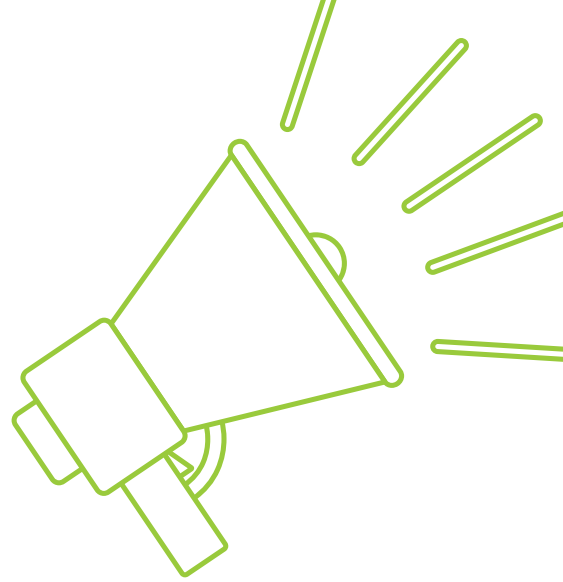


1. Log into Facebook and visit Educate Together's Facebook page (<https://www.facebook.com/EducateTogether/>).
2. Select 'Fundraisers' from the menu on the left of the screen.
3. On the 'Fundraisers' page, click on the blue '+ Raise Money' button to the right of the screen.
4. Once you hit this button, Facebook will guide you through the remainder of the set-up process.

You can share the link to the fundraiser via Facebook with all your friends and followers. Every donation made is recorded on the Facebook Fundraiser page and is transferred securely via Facebook on to Educate Together's bank. Facebook charges no fees for donations to charities.

Let People Know!

Telling people about your event is crucial - it means that they can support you and help raise awareness of Educate Together's charity status.



Posters & Promos

There is no better way to raise awareness than using Educate Together branded items and material.

Internet & Social Media

Use social media sites like Facebook and Twitter to tell people about your event. Ask friends and family to share news of your event on their social media pages. Remember to use our hashtag: #ODT2018.

Contact Local Media

It's always a good idea to let local media know what you're doing. Use the template provided to tell local radio and newspapers about what you're doing and why you're doing it. Make sure that you include details on when and where the event is being held – and most importantly how people can support you.

Photographs

It may be worthwhile considering booking a photographer (if your budget permits) to record your event, for circulation of images to the local media, and for use in future promotional literature and/or social media. If you know a friend that can assist, even better!



Managing Money



As the organiser, you are responsible for the financial management of your fundraising activity. We've outlined some guidelines that might help you with this.

Collecting the money

Money can be collected in the form of cash or cheques (these should be made out to 'Educate Together'). Alternatively, you can use online platforms to collect money (see the 'Fundraising Online' page included in this pack.)

Your costs

No expenses can be incurred in the name of Educate Together.

Sending your money to us

You can drop the money into the office or send in a cheque, please make it out to 'Educate Together' and send it to:

Educate Together, Equity House
16/17 Upper Ormond Quay, Dublin 7

You can also make a direct lodgement into the Educate Together account:

Beneficiary A/C Name: Educate Together / Ag Foghlaim le Chéile Deposit A/C

Beneficiary A/C No: 26358179

Bank Sort Code: 93-36-78

Beneficiary Bank: AIB, Blackrock, Co. Dublin

Swift BIC: AIBKIE2D

IBAN: IBAN IE23 AIBK 9336 7826 3581 79

Reference: Please include 'ODT' and the event name if possible.

Or you can use the donations page on our website

www.educatetogether.ie/donate.

Once you have made payment please let us know that you have done this by emailing: fundraising@educatetogether.ie and feel free to send any pictures & information on your event.

Fundraising Safety & Legal Guidelines



While we are really appreciative of your support, Educate Together cannot organise, supervise or host your fundraising activity. We will endeavour to assist you in any way we can, however we also cannot accept responsibility for any errors or omissions that occur.

Public Collections

You need a permit from the Gardaí to collect funds on the street or in a public place. While the owners of some private properties including pubs and shopping centres may allow collections onsite you should always check with the Gardaí on the need for a permit.

Health and Safety

You should ensure that your event is organised efficiently and safely. Ensure that participants are fully briefed about the event, including (where relevant) any risks, fitness requirements, special equipment or clothing required and standards of behaviour expected.

Always check if a hired venue has adequate safety procedures in place; trained first-aid personnel may be required particularly if outdoor venues are used.

Outdoor events may also require you to notify local authorities or to obtain special permissions. Risk assessments reports may be necessary when applying for permission.

Supervision and Insurance

Ensure that your event is properly and adequately supervised. Where children are attending, this includes providing proper adult supervision at all times in a safe and secure environment. Check that the child's parents/ guardians have given permission for their child to take part.

Consider what insurance cover you need for your event. Owners of venues with public access should have adequate cover in place but certain categories of events demand additional or specified insurance cover e.g. large scale outdoor events, adventure pursuits etc. Additional insurance cover may have to be factored into your budget.

Fundraising Materials and Publicity

All of your fundraising should make it clear that you are fundraising in aid of Educate Together rather than formally acting on behalf of the organisation. You should always let us know before using the Educate Together logo in promotional or publicity material.



Our Donor Charter

- 1 We will keep administration and fundraising costs to a minimum.
- 2 You will receive a prompt acknowledgement of your gift, at your request.
- 3 You will receive information about the projects and advocacy work that your gifts help to support at your request.
- 4 We will observe the highest professional fundraising standards at all times.
- 5 Your right to privacy will be respected and Educate Together will comply with the laws relating to fundraising and the use of personal data.
- 6 Your gift will be handled responsibly and to the greatest advantage of the people for whom it is intended.
- 7 Where applicable, tax relief on donations will be claimed.
- 8 We will prepare external audited accounts.
- 9 We will also prepare an annual impact report, summarising our activities and financial results.
- 10 We will seek to maximise the value of public donations, and funds raised through events, by applying for funding from official funding bodies on an ongoing basis.



**Thank You for supporting
Educate Together!**

