

# Hospice Hero Fundraising Pack



***Helping to enhance quality of life for  
those with a life-limiting or life-  
threatening illness in our community***

# Thank you for being a hospice hero!

**Everyday heroes like you make a tremendous difference to people in our community and their families who are living with a life-threatening or life-limiting illness.**

The diagnosis of a life-threatening or life-limiting illness can be devastating and no-one facing this has to do it alone. Thanks to you, people facing a difficult time can be supported through our wide range of care and support.

You could be a hero to people like Gillian...

## Gillian's story

*Gillian, a wife, mother, and grandmother, was diagnosed with breast cancer in February 2022 after having found a lump. She then went through various surgical procedures, culminating in a mastectomy and was put on a course of chemotherapy in August. She said the care she has received at South Bucks Hospice has made an enormous difference to her health and well-being.*



*"I have been amazed at the variety of amenities on offer at Butterfly House which include complementary therapies, counselling, and also a range of activities such as an art group, flower arranging, Tai Chi, and chair yoga (which I currently attend) all of which are a great opportunity to connect with others going through similar experiences."*

*She added: "Even with the support of my wonderful family and friends, this has been a difficult journey, but one made so much easier by all those involved at Butterfly House. I feel very emotional when I consider the fact that all of these services are provided for free - the generosity of people giving money to South Bucks Hospice allows all this to happen, and it has made such a huge difference to my own outcomes. The service and expertise provided at Butterfly House are outstanding and I am so truly grateful to this amazing team of people who are helping me on the way to my own recovery, both physically and emotionally."*

At South Bucks Hospice we help people to live well and improve their quality of life, despite being diagnosed with a life-threatening illness. Our team of professionals specialise in supporting people from the early stages of their journey through ill-health, to enhance their quality of life, whether it is giving a patient time to talk and be heard, or being there for our patient's families through bereavement and as they adjust to loss – your kindness makes all this possible and makes the world of difference.

# Get Fundraising!

You are already a hero to us by showing us your support and we want to support you every step of the way to make your fundraiser a huge success and a lot of fun! Deciding how you would like to fundraise for us is the first step. You might already know exactly what you are going to do, but if not don't worry, here are some ideas to get you started.



**Coffee Morning** – Tea and coffee mornings are great for getting people together while also raising money. Whether it is at home with friends, with work mates, or at your local church or school, these can be easy and a lot of fun.



**Quiz night** - What better way to test out your general knowledge than by holding a quiz night for a good cause? This could be in person or via zoom. To raise extra money you could even hold a raffle on the night.



**Challenge event** - Why not challenge yourself to do something completely different - from running a marathon, to doing a sponsored walk or cycle ride. Please also visit our events page: <https://sbh.org.uk/events> for information on any upcoming events at South Bucks Hospice.



**Cake sale** – Love to bake? Why not treat your family, friends and neighbours by holding a cake sale. Make it competitive and have a bake off with friends, classmates or your local community.



**Virtual run** - or cycle....or row. Have you got a treadmill, exercise bike or rowing machine at home? Or even use your fitness tracker to track your miles. You could cover the distance of a marathon from your own home. Just decide on the distance to cover or the amount of time you want to do the activity for and ask friends and family to sponsor you.



**Facebook** - have a birthday coming up? Why not ask for donations instead of birthday presents? It's easy to set up if you already have a Facebook account and donations can be made through Facebook at <https://www.facebook.com/SouthBucksHospice>.

The most important thing is to choose something that you will enjoy doing with just the right level of challenge. Once you have decided on your challenge please contact us at [fundraising@sbhospice.org.uk](mailto:fundraising@sbhospice.org.uk) to let us know and we can share any tips/resources – such as T-Shirts and collection boxes to help you make your event a success – as well as lots of encouragement and cheers along the way.

# Fundraising Tips

## Save the date!

Give yourself the time to get ready for the event and maximise your fundraising. Be careful about planning so your event doesn't clash with other big events or perhaps school breaks.

## Set up a fundraising page

The easiest way to get people to support you is to set up a fundraising page by visiting <https://www.justgiving.com/southbuckshospice> and clicking on 'Fundraise for Us'. Setting up a fundraising page can help you communicate with lots of people very quickly. If you use one like JustGiving ([www.justgiving.com](http://www.justgiving.com)) all the donations will come directly to us. Set up your fundraising page about 60 days before your challenge and don't forget to:

- Write your story on the page
- Set a target
- Add pictures or a video to help boost your donations
- Share your page – you could even include the link on your email footer!
- Share updates on your training and progress
- Personalise your thank you messages.

## Offline fundraising

Don't fancy fundraising online? We can send you some posters or literature to help you promote your fundraising. If you are doing a sponsored event you can use our sponsorship form. And if you need any collection cans or collection buckets please let us know by emailing [fundraising@sbhospice.org.uk](mailto:fundraising@sbhospice.org.uk).

## Give yourself a target

Have something to aim for, whether it's a fundraising target or finishing a race within a certain time. If you don't have a target it can be difficult to stay on track.

Every single penny you raise makes a difference.

£5

could buy aromatherapy oils to provide relief from pain, anxiety, stress and to promote better sleep

£10

could help towards funding our support groups

£20

could provide bereavement support for someone who has lost a loved one

£50

could pay for a consultation with a palliative care nurse or lymphoedema specialist

## Get promoting

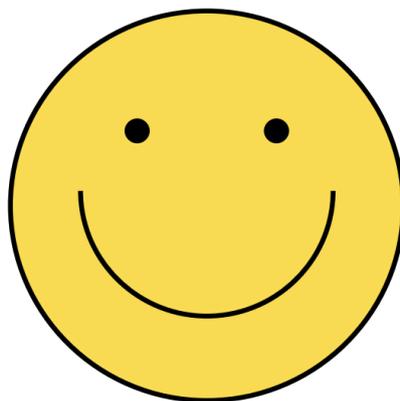
Think about all the different ways that you can spread the word about your event from posters to social media. People will be impressed that you are fundraising to help others and will want to support you. Shout loud about why you are fundraising and tell all your supporters exactly who you are fundraising for and why. Our fundraising team can also help promote your event through social media, or even the local press. Get in contact with our fundraising team to see how they can help. Most importantly – share your story and why you have chosen South Bucks Hospice – people will be keen to support you and hear your reasons as to why they should support South Bucks Hospice.

## Have as much fun as you can

Once the day of your event arrives you want to be prepared as much as you can be so that you are able to enjoy it to the full. Ask your family or friends to help you out when needed or get in contact with our fundraising team who can give you some advice.

Take lots of photos, we love to see what you've been up to. You've put so much hard work and time into your fundraising and we want to see how fabulous it is. Please send your photos to [fundraising@sbhospice.org.uk](mailto:fundraising@sbhospice.org.uk). Or tag us on social media @SBucksHospice (Twitter) SouthBucksHospice (Facebook). We will ask your permission before using any photos that you submit on our literature or social media.

Most importantly don't forget to thank everyone for their support and do get in touch with us so that we can thank you by emailing [fundraising@sbhospice.org.uk](mailto:fundraising@sbhospice.org.uk).



*Thank you*

# Keep it legal and keep it safe



It is important that you ensure that any activity you run to fundraise is legal and safe for you and the public taking part. Here is some basic advice, but please get in touch with the Fundraising Team if you need any more information.

**Our branding** – your supporters need to be clear about who you are fundraising for, so by law, South Bucks Hospice’s charity registration number, 1128881, must appear on all posters, advertisements and other fundraising materials.

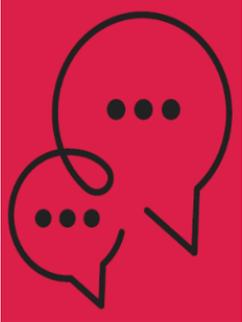
**Raffles and Lotteries** – small raffles held as part of a larger event are fine as long as ticket sales and the announcing of results take place during the event and there are no cash prizes. Raffles on their own have complex regulations, so please get in touch if you would like to hold a raffle.

**Licences** – to collect in any public place you will need a letter from South Bucks Hospice to say that we have given permission for you to do so. You will also need a licence from your local authority for any of the following activities: sale of alcohol, extended hours, provision of food and drink, copyright and royalties for concerts, drama or film shows, collecting money or selling goods in a public place.

## **And remember:**

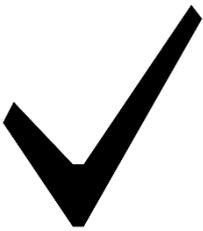
- Get parental permission if children are helping at your event
- If your event is on private property, get permission from the owner/manager
- Do not collect money from door to door – this is illegal without a licence from your local authority
- People collecting on your behalf must be aged 16 or over
- Please be very careful when preparing and handling food. Visit the Food Standards Agency website for advice and best practice
- Keep yourself safe when handling cash
- Assess any hazards and identify any risks that you will need to consider to keep everyone safe. For more health and safety tips or guidance on how to conduct a Risk Assessment then please get in touch
- Your fundraising event or activity will not be covered by South Bucks Hospice’s public liability insurance.

# Making your amazing achievement go further



## Share your story

By sharing your story with others you can help raise awareness of how our care can help people with a life-limiting illness in our community. It will also inspire others to fundraise. We would also love to share your story and celebrate your amazing achievements so please do get in touch and let us know by emailing [fundraising@sbhospice.org.uk](mailto:fundraising@sbhospice.org.uk). Or tag us on social media [#SouthBucksHospice](https://www.instagram.com/SouthBucksHospice).



## Gift Aid It

If you are a UK taxpayer please consider making your donation go further by Gift Aiding it. For every £1 you give we can claim an extra 25p of tax at no extra cost to you making your £1 donation worth £1.25. You can use our Gift Aid form included in this pack!



## Match funding

Many companies boost the amazing amounts of funds raised for charity by their wonderful employees by 'matching' the money raised. To find out whether your company offers matched funding please ask your HR department.

# South Bucks Hospice Sponsorship and Gift Aid Declaration Form

Please give generously and help us to continue to provide care and support to patients, their families and carers living with life-limiting illnesses in our community. *Thank you!*

Name: ..... Event: ..... Date: .....

Address:.....

Phone: ..... Email:.....

**Remember: You must provide your full name, home address, postcode & '✓' Gift Aid for South Bucks Hospice to claim tax back on your donation**

Title	First Name	Surname	Home Address	Postcode	Donation Amount	Date Paid	Gift Aid?
Mr	John	Smith	1 Example Road, Anytown	AB01 2CD	£10	DD/MM/YY	✓
<b>Total Donations Received</b>				<b>£</b>			

If I have ticked the box headed 'Gift Aid? ✓', I confirm that I am a UK Income or Capital Gains taxpayer. I have read this statement and want the charity or Community Amateur Sports Club (CASC) named above 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.

# How to get the money you've raised to us



So you've just done something amazing in support of your local hospice, but how do you get the money you've worked hard to raise?

If you did your fundraising online through **JustGiving** or somewhere similar then all the money donated online will be transferred to us (with the GiftAid). If you have offline donations you can then transfer these funds directly to us.

## **BACS transfer details:**

Sort code: 30-94-28

Acct no: 03946642

Bank: Lloyds Bank, White Hart Street

Please use a reference such as your name or the event you participated in.

## **Cheques**

Please make cheques payable to **South Bucks Hospice** and post to:

South Bucks Hospice, Butterfly House, Kingswood Park, High Wycombe, Bucks, HP13 6GR

## **Cash**

Please pay cash in at your local bank and then transfer the funds to us by BACS.

**Please do not send cash in the post.**

## **Stay in touch**

We would love to hear about how you have fundraised for us so please do get in contact and tag us on social media

## **Sign up for our newsletter**

We would love to keep you up to date with more information about how people like you have made a difference. You can sign up for our newsletter through our website: [www.sbh.org.uk](http://www.sbh.org.uk)

# Other ways you can help



## MAKE A DONATION

Your generosity touches the lives of patients living with a life-limiting illnesses and their families. Every penny donated brings us one step closer to caring for our next patient.



## VOLUNTEER YOUR TIME

If you're looking to make new friends, learn new skills or share your own, volunteering at South Bucks Hospice is a great way to make a difference in your community.



## DONATE UNWANTED ITEMS

Why not donate your unwanted items so that they can be recycled and turned into money to help us continue our vital work,



## LEAVE A GIFT IN YOUR WILL

Did you know that by remembering South Bucks Hospice in your Will you could help enhance the lives of those with a life-limiting or life-threatening illness now and for many years to come?



## SHARE OUR MESSAGE

Sharing our social media posts on your social channels to help raise awareness of how we can support those in our local community.

# Palliative Care at South Bucks Hospice

Palliative Care at South Bucks Hospice is a specialist form of healthcare that aims to improve the quality of life of those living with a life-limiting or life-threatening illness.



## WHAT WE PROVIDE

At South Bucks Hospice we help people to adjust physically, psychologically, socially and emotionally to their condition, to keep well and to cope with any health and care needs at home, wherever possible.



## TREATMENT

Palliative care at South Bucks Hospice can be provided in conjunction with other treatments and can start as soon as a diagnosis is given, including while it may still be curative, as well as during other active treatment and to those nearing end of life.



## WELLBEING FOCUS

At South Bucks Hospice we focus on wellbeing not just the underlying illness and our care is delivered by a multidisciplinary team of health professionals, such as nurses and therapists.



## WHO WE HELP

Palliative care at South Bucks Hospice is given to those with non-terminal as well as terminal illness.

# Thank you for helping and for making a real difference, you are truly amazing!

## Got questions?

If you have any questions contact our Fundraising team by phoning: 01494 552761 or emailing: [fundraising@sbhospice.org.uk](mailto:fundraising@sbhospice.org.uk)

## Want to find out more?

If you would like to find out more about our work and how you can support us:

Sign up to our newsletter online: [www.sbh.org.uk](http://www.sbh.org.uk)

Or contact us at:

South Bucks Hospice  
Butterfly House  
Kingswood Park  
High Wycombe  
Bucks  
HP13 6GR

Tel: 01494 552750

Email: [fundraising@sbhospice.org.uk](mailto:fundraising@sbhospice.org.uk)

Web: [www.sbh.org.uk](http://www.sbh.org.uk)

Follow us on social media:



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