

## Fundraising Facts

As a Scout Group you are likely to need to hold some fundraising events. It may be the only way to raise money for some projects and with large projects in particular grant-makers like to see evidence of self help.

Group level fundraising will not only give you credibility with funders but also with your local community. Events generate additional publicity and help members of the group to feel that they are actively doing something to solve the problem. They may also gain new skills and confidence.

## Basic Guidelines

The first rule of fundraising is that where possible, it should be an on-going process and not crisis led. You should try to predict how much funding the group will require over the next year eg rent, training, equipment, transport costs etc. Once this has been established, set a realistic target to raise, taking into account other sources of funding such as income from membership subscriptions, Gift Aid (deed of covenant), local authority, grants, support from local business etc.

Assess the group's ability to raise that money. How much support do you need from the leaders, members and parents? Do any of these people have experience of fundraising? Do you have a good public profile, if not consider how it can be promoted within the local community? All fundraising activities should be co-ordinated, preferably by a separate Fundraising Committee, thereby freeing leaders to continue providing the weekly programme of Scouting activities.

Groups new to fundraising and unsure as to the extent of their support would be advised to start off with events which incur little or no initial expenditure eg car boot sales, bring and buy, coffee mornings or sponsored events. This type of event is particularly effective when a venue, such as a scout HQ is available free of charge.

Points to consider when planning your fundraising

Who are you trying to get money from? Is it always the same people? Are these the people that can least afford it? Can you alter this? (For example, in some areas churches have got together and jumble is collected in wealthy parishes for jumble sales in poorer areas.)

What else is happening in the area? (Avoid clashing with similar events.)

How many people can you count on for help?

What do you need to do in advance? How much will it cost?

Is it legal? What are the regulations? Do you need a license?

How will you publicise it?

What will you do if there are any problems? (eg rain)

Do you need to take out extra insurance?

How much will it cost to run and how much can you expect to make?

Is the activity in keeping with the groups' image?

Is it worth the time and efforts? (Some activities require a lot of planning for little return.)

Will it be fun?

## Fundraising and the law

All fundraising must be carried out in accordance with the Law(Charities Act 1992 & 1993) and Policy, Organisation and Rules, (Rules 87-92 and the policy statement immediately preceding these rules). Particular attention should be paid to Rule 88b regarding not fundraising outside the boundary of you district.

As some fundraising activities have legal implications and/or may require a licence from the local council (see POR Rule 87 Fundraising and the Law) it is essential for a group to check the regulations governing the activity well in advance and comply with them fully. For some activities it may be necessary to be a registered charity, however, most can be done without special permission. A leaflet entitled `Lotteries & Gaming' outlines some of the legal requirements and is available from the Legal Department at BP House.

The following activities need special permission or a license:

street collections

bingo

flag days/parades

raffles

car boot sales

Raffle licences are required in order to promote a raffle in which you are selling tickets. Licences are normally renewable each year, but often the District Secretary will apply for one, saving each group the additional expense of each holding a license. Check this out locally.

### Auctions/Sales

As an association because we do not operate shops selling electrical and other good we are exempt from criminal legislation resulting from the sale of potentially dangerous items, but if an item was obviously dangerous we might be liable under civil liberty. As far as the sale of upholstered furniture is concerned, pre 1950s is okay and post 1990 is fine, but the period in between should be avoided unless there are clear labels stating that it is match resistant.

### Sales of baking

Sensible precautions should be taken and meat or cream products avoided. There should be no problems continuing to serve such refreshments at coffee mornings or evening functions.

Finally fundraising is hard work and sometimes not very rewarding, but you must keep at it!