



Hampshire Hospitals
Charity

Proud to be a member of NHS Charities Together
Registered Charity - 1060133



Hampshire Hospitals
NHS Foundation Trust

FUNDRAISING PACK

2022-2023



Hello!

Thank you so much for fundraising for Hampshire Hospitals Charity!

In this pack, you'll find plenty of resources, tips and advice to help you get started on your fundraising journey!

There are lots of ways for you to get involved to raise funds and spread the word about Hampshire Hospitals Charity, but however you do it, all your efforts are appreciated by our local NHS hospital heroes and the patients they care for.

We would love to hear what you are doing to raise money for our charity, so don't forget to update us with what you've got planned and how it's going! You can do this by getting in touch with us or following us on social media and tagging us in your photos!

With your help, we can make sure we are continuing to provide the extra care and support for our local NHS hospital heroes and the patients they care for with the little extras that go above or beyond what the NHS can provide.

If you have any questions or need our support in any way, please do not hesitate to get in contact with us via the contact details on the last page!



About Hampshire Hospitals Charity

Thanks to you, we are playing a key role in enhancing the wellbeing of, and support for, NHS staff, patients and volunteers, particularly those who have been impacted by the COVID-19 pandemic.

Our goal at Hampshire Hospitals Charity (Registered Charity 1060113) is to raise at least £1million a year to ensure that we can provide increased care and support for our local HHFT NHS heroes and the patients they care for, above and beyond what the NHS can afford to deliver. This includes providing better outdoor and rest spaces, equipment, and enhancing the environment and experience for everyone in our hospitals.

If you wish to donate to a specific ward or department, please email hh.charity@hhft.nhs.uk and we will be able to help you.

Your wonderful donations really do make a difference to the support and care that Hampshire Hospitals Charity provides and the people we help.



Ways to donate

Once you have finished fundraising and collected all the money, then donating it could not be easier.



JustGiving

All money raised through JustGiving pages will come directly to the charity. Sign up today at [www.https://www.justgiving.com/northhampshireh](https://www.justgiving.com/northhampshireh)



Online

To make a BACS transfer, please **email hh.charity@hhft.nhs.uk** so we can give you our bank account details and the reference you will need to quote on the transfer



Cheque

Please make cheques payable to Hampshire Hospital Charity and, if applicable, write on the back the ward/department you are supporting. Send cheques to: **Hampshire Hospital Charity, Ashley Wing, Royal Hampshire County Hospital, Romsey Road, Winchester, SO22 5DG**



In person

You can hand cash into the charity team's fundraising office on weekdays between 8.30am-4.30pm. For details on how to get to our charity office, please visit www.hampshirehospitalscharity.org/contact-us



Regular donations

Set up a regular donation and make a difference today. More information about regular or one-off donations can be found on our website

Getting started

Now you have made the amazing decision to fundraise for Hampshire Hospitals Charity, it's time to think about what you want to do to raise those vital funds - small or large! Here are few ideas to help get those all-important donations.

Ready, set, BAKE!

Sweet treats taste even better when you know that each bite is making a difference to your local community, so why not host a bake sale or tea party at work or at home. This is a great and easy way to raise money and you can ask your friends to help you whip up some crowd favourites.

Take on a challenge!

Take on a challenge like a run, walk or cycle and ask friends and family to sponsor you. You can pick the distance and difficulty to suit you. Why not get a whole team together to raise even more money and have fun doing it.

Have a ball (any excuse for a party, right?!)

Host a dinner party or a ball. Get the guest list finalised to make sure the conversations and donations are flowing! You can even ask local businesses to sponsor the ball or donate supplies.

Stuck for ideas? Contact us and we can brainstorm with you! Visit www.hampshirehospitalscharity.org/contact-us.

If you are thinking of holding a collection or a raffle, please email us on hh.charity@hhft.nhs.uk and we can advise you on the legalities of how to proceed.

**Don't forget to
let us know all
about your event!**

Email us:
hh.charity@hhft.nhs.uk



How we can help

We want to make your fundraising journey as fun, easy and successful as possible!

Spread the word!

Sharing details of your fundraising efforts is a great way to get even more support - you might even inspire someone else to fundraise too!

Post updates and information on our **Facebook page** and your own social media pages about what you're planning and how it's going! Don't forget to share your pictures and tag us too!

Get creative and promote your own event with lots of collateral - such as flyers, posters, graphics, social media posts, and much more! On our website, you'll find our official Hampshire Hospitals Charity logo that you can include in your promotional materials.

Press release template

In this pack, you will also find a press release template for you to fill in and send to your local media outlets either before to promote your event or after to celebrate the success of your fundraising journey. If you would like to include a quote from Hampshire Hospitals Charity or Hampshire Hospitals NHS Foundation Trust, please email hh.charity@hhft.nhs.uk requesting a quote, with your press release and the photos you plan to use attached.



Things to remember

Take a look at this ticklist to help with planning, running and for after your fundraising activity:

- Register** for one of our events or arrange your own by visiting our website www.hampshirehospitalscharity.org
- Set up a JustGiving page.** Make it as easy as possible to sponsor you! Get started with your fundraising today at www.justgiving.com/northhampshireh
- Matched giving.** A lot of companies match what their employees raise, pound for pound. Get in touch with your employer and see if they can help boost those vital pounds!
- Gift Aid.** Through Gift Aid, for every £1 someone donates, the government will give us an extra 25p, at no extra cost to you. Simply ask donors who are UK taxpayers to tick the Gift Aid box on your online/paper form. Gift Aid can only be claimed on donations, not on sales or tickets for an event or raffle.
- Download our fundraising pack.** You're doing something amazing, so make sure you shout about it! Download everything you need, including our sponsor form and press release template.
- Recruit volunteers!** Everybody needs somebody to help them fundraise – get others involved!
- Get social!** Spread the word about your fundraising to your friends, family and everyone you know! Follow us on:
Facebook: HampshireHospitalsCharity
Twitter: @HHFTCharity
Instagram: @HHFT_Charity
- Send us your donations!** You've done it! Congrats! To find out how to do this by contacting a member of our fundraising team! Visit www.hampshirehospitalscharity.com/contact-us
- Say thanks!** Use emails and social media to thank your guests and tell everyone how much vital cash you raised! Remember to tag us so we can like and share too!

If you need any further help, please do not hesitate to get in touch with us! Email hh.charity@hhft.nhs.uk or call us on 01962 828353.

Press release template

Use this template to write a press release to send to the media to help raise awareness and share your success!

Headline

[First name event name/short description] for Hampshire Hospitals Charity. (Example: Vicky is going the distance in aid of Hampshire Hospitals Charity).

Body

[Full name] is raising money for the Hampshire Hospitals Charity, the registered charity (1060133) Hampshire Hospitals NHS Foundation Trust. **[Describe your activity here and where it is taking place.]** (Example: taking part in the Basingstoke half marathon dressed as Wonder Woman, leaping out of a plane, holding a company-wide dress up day).

[First name and profession] is **[More details here about what is planned/ has happened]**. (Example: completed a challenge in/ hosting first ball/ outfit worn/ completing or completed the xx with a team of xxx).

[First name, from town/ village] was inspired to take up the challenge/ hold a xxx by **[insert your reason for getting involved here]**. (Example - after seeing the first-hand care Emma received at Winchester hospital, she wanted to say a thank you and raise money for the staff on Shawford ward, where Emma was treated) and hopes to raise £xxx/raised an incredible £xxx **[insert amount]**.

[First name] said: "I am really looking forward to xxx/ I am so proud of xxx. **[Talk about how much you raised, conquering your fears, number of people attending the event etc]** and I know the difference this is going to make. "

"[Quote adding in any fun anecdotes from the event. Talk about what the atmosphere was like]." (Example: "Some parts of the course were really tough, but crossing the finish line was an amazing feeling!")

To support **[first name]**, visit **[insert website]**.

-ENDS-

Photo and caption

Attach a suitable photo and caption from left to right with the names of everyone in the photo and include a brief description of what the photo shows.

Media contact

[Name and contact details]

For more information about Hampshire Hospitals Charity, please contact hh.charity@hhft.nhs.uk

Get in touch!



01962 828353



hh.charity@hhft.nhs.uk



www.hampshirehospitalscharity.org

Hampshire Hospitals Charity

Hampshire Hospital Charity, Ashley Wing, Royal Hampshire County Hospital,
Romsey Road, Winchester, SO22 5DG

 /HampshireHospitalsCharity

 @HHFTCharity

 @HHFT_Charity

Registered charity 1060133

**Thank you, and good
luck with your
fundraising - Together,
We CARE!**

