

Fundraising Toolkit



Respite Harold's Cross
Rehabilitation Blackrock
Reassurance Wicklow



A Fun Way to Help

Make a real difference

Why your funds are important to us

When you hold a fundraising event or do a fundraising challenge for Our Lady's Hospice & Care Services you are raising funds to support our mission to provide, high quality, person centred care. As Ireland's largest specialist palliative care provider for over 140 years, we have taken a holistic approach to end of life care, as well as across our services in our extended care unit, our community rehabilitation unit and in our Rheumatology and bereavement services, looking to the needs of both our patients and their families across our catchment area of over 1 million people in Dublin & Wicklow.

Your Money

Every donation we receive is put to work supporting our front-line services; our specialist palliative care nurses, carers, therapists, doctors who all provide the highest quality of care to our patients, residents and their families. Your support also enables us to support patient and family enhancements as well as continually improving & developing the environment at our three hospice facilities in Harold's Cross, Blackrock & Wicklow.



Every day our staff and volunteers uphold our core values of human dignity, compassion, justice, quality and advocacy. Every day we work with patients in our facilities and in their homes to help them achieve their best quality of life.

The impact of our work

"When I arrived in here I was a shadow. After nine gruelling weeks bed-bound in hospital, nobody thought I'd regain mobility. Now I'm up and about and active. That's what hospice care has done for me. It has re-ignited, not just my zest for living, but my capacity to do so."



Elaine Oliver



John & Caroline Ryan

John Ryan's wife Caroline passed away in Harold's Cross

"Caroline said it felt just like home. And it really did – for all of us. It was such a gift. The hospice couldn't do enough. They immediately felt like close friends."

"It's hard to hand over the care of someone you love. That's why it's such a gift because here you have the best medical care possible. But they also give you the love we would give you at home. We are so grateful."



Aoife's Grandad John passed away in the Harold's Cross.

Getting Started

1 Set up an online fundraising page

To get started you can set up an online fundraising page that you can share with all your friends, family and colleagues anywhere in the world! Go to Justgiving.ie or set up a page on Facebook.com. You can also request a sponsorship card. Fundraising@olh.ie

2 Tell all your friends, family & colleagues

Ask everyone you know to contribute, every little bit helps! The online fundraising page is your best tool here, and we can also send you fundraising materials and sponsorship cards if needed.

3 Plan your fundraising events

There are lots of options to choose from, from bake sales to table quizzes, 5-a-side-football tournaments to sponsored silences! See our A-Z list to give you some ideas.

4 Promote your event

Use posters, social media, emails and even local media to make sure everyone knows about your event.

5 Let us know how we can help

We're here to offer everything from ideas and advice to posters and t-shirts, so do keep in touch!

Fundraising Ideas



Bake Sale



Hike



Skydive



5 A Side



Marathon /Fun
Run



Quiz Night

Fundraising ideas

Your safety is of the utmost importance. Please adhere to the most recent government guidelines

- Afternoon tea
- Art exhibition/sale
- Auction
- Bag Pack
- Bake sale
- Barbeque
- Beard shaving
- Bingo
- Book sale
- Cake sale
- Car wash
- Christmas lights
- Casino night
- Coffee morning
- Dance-a-thon
- Darts Tournament
- Dip/Swim
- Exercise bike marathon
- Film screening
- Five-a-side football Event
- Fun Run
- Golf Classic
- Good as new sale
- Head shave
- Hike for Hospice
- Indoor/virtual games night
- Jigsaw puzzle challenge
- Jumble sale
- Karaoke evening
- Leg Waxing
- Matched giving from companies
- Mini Olympics
- Mountain climbing
- Open Mic Night
- Penalty Shootout
- Quiz Night
- Read-a-thon
- Sky Dive
- Sports Day
- Teddy Bear Picnic
- Treasure Hunt
- Uniform Free Day
- Variety Show
- Wedding Gifts
- Zumba-thon



Fundraising guidelines

- Prior approval to fundraise in aid of Our Lady's Hospice & Care Services is required. Our Lady's Hospice & Care Services reserves the right to withhold the use of its name and logo from any event it feels is inappropriate.
- Our Lady's Hospice & Care Services must approve all promotional/advertising materials featuring Our Lady's Hospice & Care Services name and logo and our logo cannot be altered in any way.
- All promotional material must state your event is "in support" of Our Lady's Hospice & Care Services and not an official Our Lady's Hospice & Care services event.
- Activities must be conducted in accordance with all applicable laws.
- All events must be compatible with Our Lady's Hospice & Care Services mission, vision, and values For more details see: <https://olh.ie/about-us/mission-and-values/>
- Before organising a public collection please contact your local Garda station for advice regarding necessary permits.
- Our Lady's Hospice & Care Services insurance cannot extend to volunteer events-we recommend you seek independent insurance advice.
- To comply with auditor requirements and to ensure the integrity of the organiser, it is required that at least two people are involved with the counting and remitting of proceeds.
- All funds raised must be sent to Our Lady's Hospice & Care Services within 30 days of the conclusion of the event. Collection buckets must be sealed and returned to us for counting post event.

Remember

We want you and your participants to enjoy your event but to also stay safe. Ensure your venue is safe and outdoor venues should have appropriate first aid if required. Our Lady's Hospice & Care services insurance does not cover volunteer run events so you should seek independent insurance advise prior to organising your event. Participants of high risk sports will need to source their own personal insurance.

After your event

We ask that you collect your money and send it in to us as soon as possible, so we can put it to good work.

Ways to bank:

- Donate online through your fundraising page. Money raised on Justgiving.ie or Facebook will come directly to us – you don't need to transfer those funds.

- Call us on 01 491 1072

- Lodgement or Bank transfer – make sure you reference your name and the name of the event.

Bank of Ireland

IBAN: IE03 BOFI 9002 5227 5254 21

Swift Code: 90-02-52

Tag us in your photos

We would love to see some photos of how your event went, and share some of them on our website and social media channels.

@ourladyshospice



Event Form

Key Contact

Title: Firstname : Surname:

Address:.....
.....
.....

Telephone: Email:

About the event

Name of group/company which is planning the event:

Reason for your support:

Name of proposed event:

Date: Time: Location:

What do you need?

T-Shirts: S M L

Collection Buckets

Sponsorship cards

Posters

Letter of Authorisation

How will funds be raised

Ticket sales - proposed price per ticket €

Street collection *Requires Garda Permit*

Raffle *Tickets sold outside event require Garda Permit*

Other please specify

Disclaimer

I as organiser on behalf of our fundraising committee agree to release Our Lady's Hospice and Care Services to the fullest extent permissible under law for claims and demands of any kind and from all liability that may arise in respect of any damage, loss of injury occurring to any person, except where such liability arise because of the negligence of Our Lady's Hospice & Care services or its agents. I have read the terms and conditions and agree to hold my fundraising event in accordance with them and all applicable laws. I agree that all funds raised will be returned to Our Lady's Hospice & Care Services within 30 days of the event.

Your privacy is of the utmost importance to us. We'd like to keep in touch with you about future campaigns and events that may be of interest to you . If you'd prefer to hear from us by post, please tick: I'm happy to hear from you by email – please tick I'm happy for you to contact me by phone and mobile – please tick Please refer to our privacy policy <https://olh.ie/data-protection-privacy-notice/>

I understand that I am taking part in (name the event).....date of the event.....
entirely at my own risk and will not be covered for any injuries or losses that I may incur through taking part.

Signed Date



If you need any help with fundraising ideas or support, please do not hesitate to contact us! We are here to help!

Emily Barton
Senior Manager – Public Fundraising

Harold's Cross Hospice

Harold's Cross
Dublin
D6W RY72
T: 353 (0)1 491 1072
E: fundraising@olh.ie

Blackrock Hospice

Sweetman's Avenue
Blackrock, Co. Dublin
A94 F8D9
T: 353 (0)1 206 4000
E: blackrockhospice@olh.ie

Wicklow Hospice

Magheramore
Co Wicklow
A67 A446
T: 353 (0)1 491 1072
E: fundraising@olh.ie

Follow us on social media



Visit: olh.ie