



50 ways
to kick-start your
fundraising



Thanks so much for deciding to fundraise for Cystic Fibrosis New Zealand.

In this guide you'll find everything you need to help you with your fundraising. We also have extra information available on our website, www.cfnz.org.nz.

The great thing about fundraising for Cystic Fibrosis New Zealand is that it can be as simple or as elaborate as you like and whether you raise \$50 or \$5,000, every dollar counts.

Once again, thanks for signing up to fundraise for us and we look forward to hearing all about it!

The team at Cystic Fibrosis New Zealand

CFNZ has supported my son and our family for over 30 years, through good times and bad times, including two double lung transplants. CFNZ was there for me as a new mother many years ago, and is still there for us all today.

CF touched our family when our grand-daughter Kaylee was born in 2012. Until then I had no idea what CF was and how it impacts the lives of the person with CF, their family and extended family. The support, care and love from CFNZ has been amazing. Just wish I could do more.



50 years of support

2018 marks 50 years of Cystic Fibrosis New Zealand, and 50 years of making a difference to people with CF. This guide is packed with 50 bright ideas to give your fundraising a kick-start.

Will you help us to continue funding CF research, providing emotional and practical support, and advocate for better access to treatments, until a cure is found?

Cystic fibrosis is a life-limiting condition. It can limit your breathing, your digestion, your energy levels and your life expectancy. There is currently no cure.

Cystic fibrosis is caused by a faulty gene that results in a build-up of thick, sticky mucus. It affects the lungs, pancreas and many other organs in the body.

You can't catch it, but 1 in 25 of us carries the gene that causes it.

In the lungs, the sticky secretions are difficult to cough up and viruses, bacteria and fungus can become trapped under the mucus. This can cause inflammation and infection, making it harder to breathe and often causing a chronic cough and repeated chest infections. People with CF also have a much higher risk of developing serious complications from bugs that are generally harmless to other people.

In the digestive system, thick secretions also block the flow of digestive enzymes from the pancreas to the intestine, where they are needed to help break down food. Without these enzymes, fats and vitamins can't be absorbed causing problems with malnutrition and poor weight gain.

Children and adults with CF must do treatments each day to keep themselves well. Chest physiotherapy and taking pancreatic enzymes and medications are important aspects of their treatment.

Cystic fibrosis

is what exactly?



Here's how your fundraising helps

\$50

provides two parents with a Newly Diagnosed Information Pack, helping them to feel supported, empowered and prepared.

\$300

helps fund equipment such as scooters, running shoes and trampolines to ensure cost isn't a barrier to daily physiotherapy and staying healthy.

\$1000

buys three nebulisers, an important medical device required daily as part of CF treatment. Many DHBs do not fund these, meaning families would otherwise have to pay.

Step by step

Get inspired!

Decide on your fundraising event or activity. You can get creative or use one of the 50 different ideas in this guide.

Set a date and location

Decide when and where your fundraiser is going to take place. Remember to consider the weather and have a plan B just in case. If you're booking a venue, let the owners know it's a charity event - they may let you use it for free.

Set yourself a target

Let everyone know how much you want to raise and how the donated money will help children and adults with cystic fibrosis.

Set up a fundraising page

Start your fundraising planning. Set up a fundraising page on **Every Day Hero** or **Givealittle** - it's quick and easy to share with friends. Plus the money comes directly to us so you don't have to worry about collecting it.

Spread the word!

Let everyone know when and where. Why not contact your local newspaper and tell them about your event? Don't forget to tell your friends, family and colleagues that you're raising money for Cystic Fibrosis New Zealand. Send round an email with your fundraising page, update your status on Facebook, tweet about it, and leave a sponsorship form (available on request) in your staff room. You can also use our template to create your own poster to help promote your event.

Read our 'top tips' on page 11 to make sure you're on the right path to a successful fundraiser!

Fundraising materials

Email fundraising@cfnz.org.nz or call 0800 651 122 for balloons, stickers, collection boxes, sponsorship forms, posters, cystic fibrosis leaflets and more.

Have your event!

Make sure you take a few photos and share them with us so we can include them in our communications to show what wonderful supporters we have.

Collect your sponsorship

Don't be afraid of reminding people that they've sponsored you and try to collect the money as soon as possible after the event.

Matched giving

Find out whether your company has a matched giving scheme to match the total you raise.

Send us your money

For details of how to pay your donations in to Cystic Fibrosis New Zealand, see page 14.

And finally.....

Give yourself a pat on the back! Know you've done something amazing that will make a huge difference.

Give meaning



"My name is Anna and I live with cystic fibrosis. I am 30 years old and live with my husband in Dunedin.

Sue, my CF social worker, is a listening ear when I am worried what the future might hold. She talks through my concerns about declining health and also my hopes and concerns about a lung transplant, which is what a lot of people with CF need when their breathing deteriorates even further.

When I'm having difficulty explaining things to the medical team Sue will come with me and help me to get what I am trying to say across.

Because of cystic fibrosis I need to be warm, so we use a lot more power in winter as I am home all day. Sue checks in to see how we are managing and CFNZ assist us when our power bill gets high. Without this help I would need to live in a colder house and would develop serious respiratory infections much more often.

Due to being on antibiotics a lot of the time, I need regular probiotics which are not funded. CFNZ pays for these when I am on intravenous antibiotics. This is also a great help as they cost \$60 per bottle.

Money is so tight when I am too unwell to work. It's comforting to know that CFNZ can help meet some of my financial needs, while Sue helps with the emotions involved with living with a life-long illness. My life wouldn't be the same without her".

50 ways to make a difference

1. Bake sales

Who doesn't like cakes? Bake sales are always popular - just make sure you have a variety of treats and publicise well.

2. Sell chocolate fish

These little chockies always go down a treat! Your friends and colleagues will love you.

3. Mufti day

Wear your own clothes to school or even swap them for something silly!

4. Pyjama day

Kids with cystic fibrosis spend a lot of time in their pyjamas when sick. Wear pyjamas to school or work to help raise awareness.

5. Bubbles day

Mix up a big batch of bubbles solution, create wands from coat hangers and see how big you can get your bubbles! Or how about some bubbles-inspired artwork?

6. Sporty challenge

It's a race to the finish line to raise as much money as you can! Challenge colleagues or other students to a fun run, or go the distance with a marathon.

7. Concert or talent show

Got a talent? Raise money by selling tickets to your concert or talent show.

8. Christmas collection

Spread the Christmas cheer with a collection.

9. High tea party

Raising funds doesn't have to mean crawling through mud - dust off the fine china and have a high tea party.

10. Garage sale

One person's junk can be another person's treasure! Organise a garage or TradeMe sale and you'll clean out your house and give back to the community at the same time.

11. Sausage sizzle

It's hard to resist a sausage sizzle on a Saturday morning - pick a good location and you'll be sure to get a crowd.

12. Sponsored walk to school

Make that journey to school count as you get sponsored for every step you take.

13. Quiz night

Organise for a quiz night at your local pub or club. Bonus points if you can sneak in a few questions about CF into the quiz!

14. Raffle or auction

Set up a raffle or auction off some great items.

15. Birthday party

Have you got everything you could ever ask for? Consider asking friends to donate instead of buying presents.

16. Golf day

Swing for CF by organising a golfing competition or even a round of mini-golf.

17. Teachers challenge

Remember that homework you didn't enjoy? Now it's your turn to set the challenge for your teacher!

18. Church collection

Talk to your parish community leaders about hosting a special collection on behalf of Cystic Fibrosis New Zealand.

19. Dog bakery

Are you bored with traditional bake sales? Look for recipes online or your local bookstore/library for dog treat recipes. Collect cellophane bags and consider coming up with a custom label for your doggie treats.

20. Auction of promises

From landscaping and gardening to dog walking and car washing, use your skills and services for auction, using the money pledged as a donation to Cystic Fibrosis New Zealand.

21. Lemonade stand

Have the kids set up a lemonade stand - it works great if you're having a garage sale too.

22. Dinner bidding fundraiser

Have all attendees bring a single serving meal or dessert item. Cover each meal so the participants can't see what they're bidding on,

and let the fun begin. Try revealing some of the meals during the bidding process. You might find a sandwich going for \$25 and a steak for \$5.

23. Mow-a-thon

Get the kids involved and declare a weekend where they will mow your neighbour's lawns for \$20 (or whatever amount you want to set). Make sure all safety gear is worn, the kids are supervised and the weather is fine.

24. Rock on

If you love to sing or play an instrument, go for it by busking at your local shopping centre. If you have several musical friends, think about making it even a little bit bigger by talking to a friendly business who might have space for you to give a mini concert.

25. 10,000 steps

We are all encouraged these days to move more and many people have Fitbits and pedometers. Get sponsors to support you for a certain amount of money for every day you complete 10,000 steps.

26. Car wash

Hold a car wash in your neighbourhood or at work. See if some local businesses would be willing to contribute items you will need for the car wash and get your friends involved.

27. Coin trail

Start a coin trail with our special 'be a star for CF' star poster - great for schools.



28. Hair today, gone tomorrow

Get sponsored to shave off your hair or dye it blue. You'll be amazed at how much you can raise!

29. Girls night in

Have a girly night in, give your friends a manicure and paint their nails for a small fee. Ask friends and family to donate what they would have spent on a night out.

30. Creative friends

Get together a group of creative friends and see if they would create and donate a piece of art or jewellery. This works great as part of an auction evening to raise funds!

31. Jelly bean jar

Always popular! Fill a big jar with jelly beans or other sweets. Get people to guess how many are in the jar. Charge a fee for each guess and the winner takes home the sweets.

32. Garden tour

Do you live in a neighbourhood that takes great pride in its gardens? Why not get together and hold a neighbourhood garden tour and ask for an entry fee donation for each garden visited.

33. Give up your vices

Chocolate, alcohol, smoking - whatever your vice, get sponsored to give it up!

34. Ugly jumper party

Yes, we all have one lurking in the wardrobe! Celebrate its ugliness (yikes!) and invite your friends to find their jumpers too. Hold a party, charging an entry donation, and consider having a fun prize for the ugliest jumper!

35. Street party

An oldie but a goodie and a great way to catch up with your neighbours. Everyone brings some food, line up a few BBQs and ask for a donation to attend.

36. Take care

Offer to baby-sit, house-sit, pet-sit, or any other chore you would normally do for free, but this time ask for a donation.

37. Bon appetit

Hold a themed dinner event for 10 of your friends and ask for a donation of \$50 each. Spend no more than \$20 per head on the food and you will have \$300 to donate. Better yet, you might know someone who would be prepared to donate the food and simply ask for donations at the door.

38. Movie night

Share an evening with friends by watching a new release movie at your house and invite them to join you for a cover charge. Popcorn included!

39. Bean contest

Hold a contest to see how many beans people can eat in a minute with a toothpick - charge people to watch!





50. Work team event

Book a local activity (eg: mini golf, 10 pin bowling, skating rink, paint ball, darts tournament) and charge a cover fee with a defined percentage of the fee being donated to CFNZ. The balance of the fee can be a contribution towards the expense of the activity.

40. Book swap

Get friends and family to go through their bookcases and clean out the books they no longer want. Recycle them amongst yourselves and ask for a donation per book swapped.

41. Temporary tattoos

Give a fun, temporary tattoo to your friends and family in exchange for a small donation.

42. Friendship bracelets

If you've got a child in the family who loves crafts and making friendship bracelets, encourage them to make as many as they can and 'sell' them for a donation to friends and family.

43. Grey power

Do you have family members who regularly get together (or belong to clubs) where they play bridge, scrabble, croquet or bowls? Perhaps they would like to approach their club or fellow players to bring a shared morning or afternoon tea and ask for donations to participate.

44. Use your talents

If you're a photographer, make-up artist or hairdresser, consider donating your services in return for a donation to Cystic Fibrosis New Zealand.

45. Spare change

Have your whole family collect their spare change in a large jar. When the jar is full, you will have a donation made possible by each member of your family!

46. Pocket money donation

Donate 10% of your weekly pocket money for one month and ask your parents if they will match it.

47. Casual day

Ask your workplace to allow employees to dress casually for an additional day other than the normal casual Friday in exchange for a donation.

48. Baby photos

Always a big laugh for a work event! Everyone brings in a photo of themselves as a baby which are then posted on a staff noticeboard. Staff match the baby photo with the staff member. Charge an entry fee to participate.

49. Polar bear plunge

Ask friends, family, colleagues and other connections to sponsor your dive into icy cold water. Better yet, get together a group to take the plunge to boost your fundraising!

Have lots of fun and stay safe

Raffles

All raffles need to comply with Lottery Game Rules. Depending on the type of raffle, you may need a licence. For guidelines go to www.dia.govt.nz or email fundraising@cfnz.org.nz for advice.

Collections

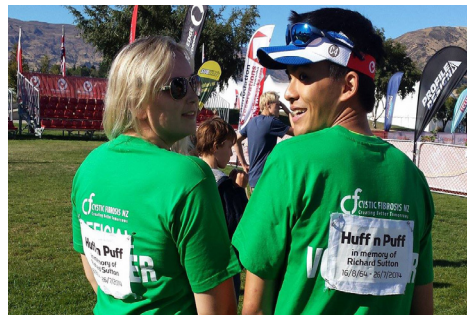
If you plan to hold a collection on private property, such as a restaurant or shopping centre, you need to gain permission from the owner or manager. If you want to collect on the street, get in touch with your local CFNZ branch who organises the street appeal during our annual appeal each August.

Other points to remember

Let us know about the event you're planning and we can make sure you're properly supported. If you're having entertainment or selling alcohol at your event, these may need a license - check this out before your event. If you would like to use the Cystic Fibrosis New Zealand logo on anything please email fundraising@cfnz.org.nz for advice as we need to approve all uses of our logo.

Health and safety

Safety advice varies depending on the event you're planning and where it will be held. Your local council will be able to offer advice, or you can email fundraising@cfnz.org.nz for help. Cystic Fibrosis New Zealand doesn't accept responsibility for any loss, damage or injury as a result of your fundraising event or activity. It's essential you make sure your event is safe for all concerned.



Top ten tips

Start early! We all have a tendency to leave things to the last minute, but the longer you give yourself to fundraise, the less stressful it will be.

When filling out your online fundraising page, be sure to make your story personal and let people know why you've decided to fundraise for CFNZ.

Give yourself a head start by donating to your own online page. Sometimes people are unsure how much to donate and are encouraged by other donations.

Planning is key, so make sure you write a checklist of everything you need and think about your timings.

Keep your friends informed. Email them your fundraising link and provide regular updates on your progress via social media.

Keep it simple! Pick an event or activity you enjoy and can stick to.

Journalists are always on the lookout for local people doing something exciting, so don't be afraid to get in contact!

Advertise your fundraising event at work, school or university, in a newsletter, bulletin, email or poster to help get the word out.

Define your goal - set mini goals as well as an overall target, to make your goal more attainable.

Thank everybody who donated, supported or featured your event after it's finished. It's always nice to include pictures and how much you've raised.

Setting up online fundraising

One of the easiest, most efficient and effective ways to spread the word about your fundraising and gather donations is online.

How to get started

Once you've decided what you want to do for your fundraising - whether it be a physical challenge or personal challenge, an event or anything else, it's time to set up your fundraising page!

Cystic Fibrosis New Zealand has accounts on two fundraising platforms:

Givealittle

<https://givealittle.co.nz/org/cfanz>

Every Day Hero

<https://nfp.everydayhero.com/nz/cystic-fibrosis-new-zealand>

Both websites provide step by step instructions for setting your page up. The money will come directly to CFNZ.

Set your fundraising target and personalise your page. It's important to explain why you're doing this and why your potential donors should support you and CFNZ.

Next - share! Make sure you tell everyone you know what you're doing, share it on social media and email your page out to your networks.

More of a pen and paper kind of person?

We have a sponsorship form to help you collect offline donations. Email fundraising@cfnz.org.nz to request a copy.

Cystic fibrosis awareness week

Each year, hundreds of volunteers, families, co-workers and friends come together to raise funds and awareness for cystic fibrosis - and you can, too.

CF Awareness Week takes place in August each year. It's a great time for a fundraiser, or to get involved with our street appeal. Please visit the 'get involved' section of our website, www.cfnz.org.nz, to sign up as a collector.



Pay in your donations

.....

Paying in online

Please pay in at www.cfnz.org.nz.

.....

Paying in cheques

Send us a cheque made payable to Cystic Fibrosis New Zealand, together with a completed money return form which is available on our website or by emailing fundraising@cfnz.org.nz. Please post both to PO Box 110 067, Auckland Hospital, Auckland, 1148.

.....

Paying in cash

Deposit your donation directly into our bank account at your local ASB branch. Email fundraising@cfnz.org.nz for a paying-in slip. Please note, we may have difficulty linking the payment to you and thanking you.

.....

Branch donations

Fundraising for CFNZ means your money will be used where it's needed most. To specifically support those in your local community, you can donate to a regional CFNZ branch. Visit www.cfnz.org.nz for branch contact details.

.....



A massive thanks for raising money for us!

Your fundraising efforts will help us to continue supporting people with cystic fibrosis and their families.

For more information about the support we provide, go to www.cfnz.org.nz.





Cystic Fibrosis New Zealand

PO Box 110 067, Auckland
Hospital, Auckland 1148

Suite 2, 79 Grafton Road,
Auckland, 1010

0800 651 122

info@cfnz.org.nz
www.cfnz.org.nz

[facebook.com/
CysticFibrosisNZ](https://facebook.com/CysticFibrosisNZ)

May 2018 - v1.0