

Fundraising planning sheet



What will you do and what materials will you need to do it ?

Think about the things that you normally like to do. Could you turn those into fundraisers?

When will you do it?

Dates, times etc

Where will you do it?



Who would like to come to your fundraiser?

Think about whether or not you could easily get people to attend. Who could you ask?

What is your fundraising target?

How much would you like to raise?

How will you raise that amount?

Will you sell tickets? Will you get sponsorship? Will you be selling something? What other ways can you make money at your event?



Who can you ask to help you?

Can you manage the event alone or will you need volunteers to help with the set up and delivery of the day? Who could you ask to help?

How will you promote your event?

Will you put it on social media? Will you have flyers? Will you write a press release? Find out more about promoting your event in our Do Your Own Thing section.

How will you make sure your event is safe and legal?

We have all the information plus a risk assessment template in our Do Your Own Thing section.