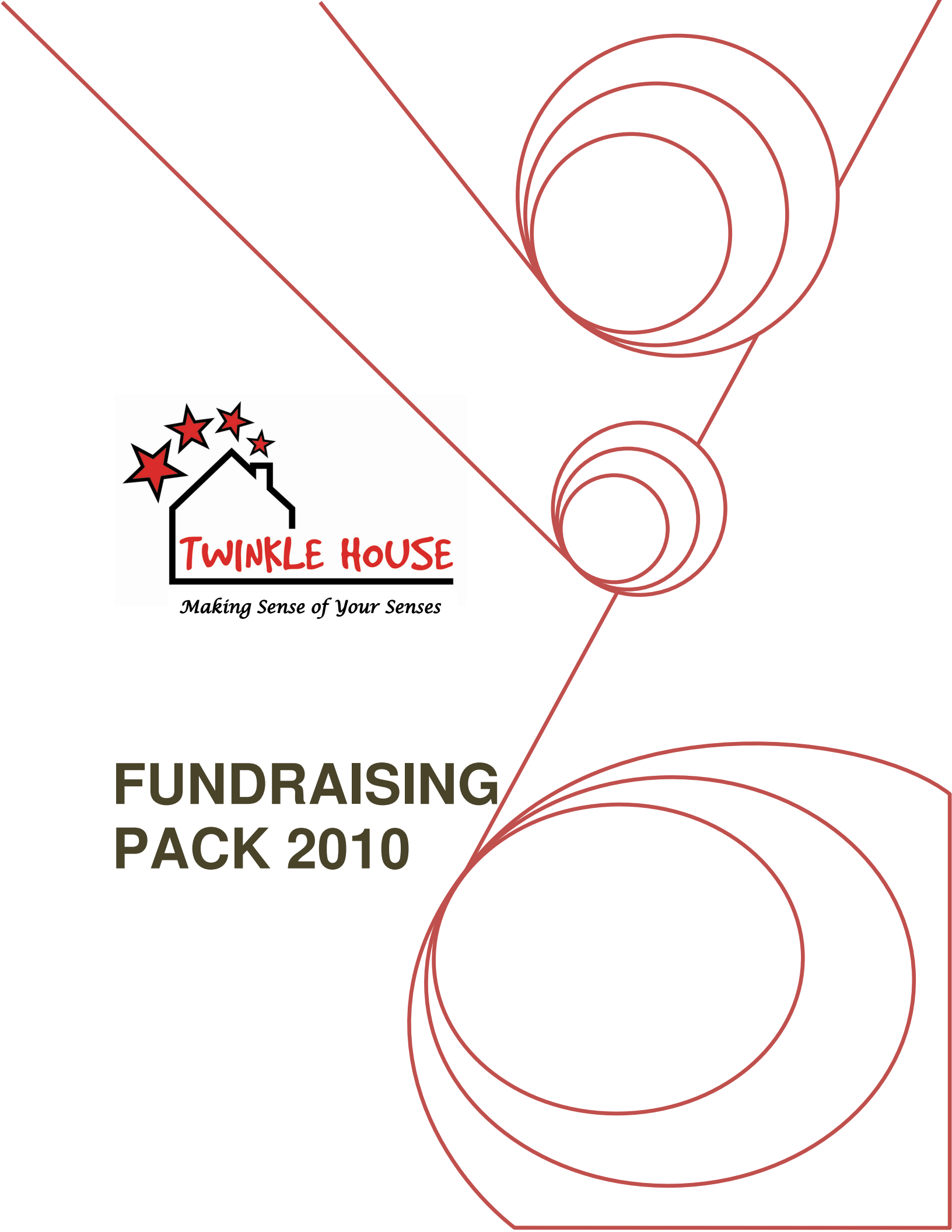




# FUNDRAISING PACK 2010





# Why we need your support?

## Thank you for enquiring about fundraising for Twinkle House

Each year the Charity needs to raise at least £30,000, just to cover the running costs of our service to be able to support children and young people with special and additional needs for free.

### We provide:

- 24 supported sessions each week (mainly with individuals, some sessions with groups)
- We are open 49 weeks of the year (including all school holiday periods)
- Equating to 1,176 sessions provided per year

It costs the Charity approximately £25.50 to run each session (without staffing costs). Most of our costs are taken up by our premises costs, and are very difficult to get grants for. This is why we need your help and support.

Inside this pack you will find information on a wide variety of ways that you can help, with information to support both individuals or groups.

The very best of luck with your fundraising, and thank you in advance for your support.

Yours sincerely,

Jill Appleton, *on behalf of everyone at Twinkle House*

**Manager,**



*Making Sense Of Your Senses*

## Session costs 2010/11 – What Your Funds Raised Will Support:

(Session costs are £25.50 per hour excluding staffing costs, for the purposes of this table we have rounded the amount down to £25 per hour)

£	= SESSIONS	= WEEKS OF SERVICE
25.00	1	
50.00	2	
100.00	4	
200.00	8	
300.00	12	
400.00	16	
500.00	20	
600.00	24	1 week
700.00	28	
800.00	32	
900.00	36	
1,000.00	40	
1,100.00	44	
1,200.00	48	2 weeks
1,300.00	52	
1,400.00	56	
1,500.00	60	
1,600.00	64	
1,700.00	68	
1,800.00	72	3 weeks
1,900.00	76	
2,000.00	80	
2,500.00	100	4 weeks
3,000.00	120	5 weeks
3,500.00	140	6 weeks
4,000.00	160	7 weeks
4,500.00	180	
5,000.00	200	8 weeks +
5,500.00	220	9 weeks +
6,000.00	240	10 weeks
7,000.00	280	11 weeks +
8,000.00	320	13 weeks +
9,000.00	360	15 weeks
10,000.00	400	16 weeks +



## OUR SUPPORT

### Provides Practical Support For Children and Young People With

- Sensory Impairment
- Physical or Learning Difficulties
- All Special and Additional Needs
- Social, Emotional and Behavioural Difficulties
- Those in need of relaxation, or suffering from stress
- Including support for parents /carers

#### **WE OFFER SUPPORT WITH:**

- Development of Speech and Language
- Development of the primary senses - sight, sound, smell, touch and taste.
- Develop a sense of Cause and Effect
- Development of Social and communication Skills
- Building Self-Confidence and Motivation
- Helping to Improve Hand / Eye Co-ordination
- Teaching relaxation techniques
- Encouraging Imaginative Play
- Helping to Improve Attention Span / Focussing
- Relationship Building / Challenging Behaviour
- Promoting Communication and Sharing
- Reducing agitated behaviour (by relaxing)
- Individual Education Plans (IEP's) and IBP's

#### **BENEFICIARIES INCLUDE :**

- Children with physical or learning disability / special needs
- Children with mental health problems
- Children with Autism/AS/PDD/PMLD
- Children with ADD and ADHD
- Children with Down's syndrome
- Children suffering from stress
- Children with social, emotional and behavioural difficulties
- Children who need to learn how to relax
- Parents, carers and the wider family

# FUNDRAISING IDEAS TO SUPPORT TWINKLE HOUSE

In this pack you will find a selection of ideas from the UK which may be adapted to suit your locality and situation. Fundraising should be fun as well as effective.

## **IMPORTANT NOTICE - READ BEFORE YOU START FUNDRAISING**

Please note that local by-laws or legislation may affect some of these ideas, e.g. gaming/gambling licenses, food hygiene regulations, company policies on collections/sponsor forms on company premises. Some events have safety issues, and the cost of insurance may mean that the event is not feasible. Some of these are events in their own right. A number of other ideas are suitable for sideshows, e.g. where children accompanying their parents might otherwise get bored. There are so many sideshow type activities and variations on a theme that only a few are included in this pack. **Abseiling Fundraising:** You must be supported by an abseiling/climbing club, and have local authority permission, and insurance!

## **GOOD LUCK WITH YOUR FUNDRAISING**

Please write or email us at [enquiries@twinklehouse.co.uk](mailto:enquiries@twinklehouse.co.uk) giving a brief description of any major event you are planning using the enclosed **FRIENDS OF TWINKLE HOUSE FORM**, with details of your proposed fundraising activity. A Sponsor Form is enclosed in your pack, this can be copied or you can contact us to provide some for you. **Please always ask UK Tax Payers if they will Gift Aid their donation on sponsored events. (this does not cost you a penny).**

## **FOLLOWING YOUR FUNDRAISING EVENT**

### **COUNTING CASH / DONATIONS**

Ensure two or more people are present when any cash is being counted. Please do not send any cash through the post. We prefer that any cash is exchanged for a cheque before presenting.

### **CHEQUES TO**

Send a cheque (made payable to **TWINKLE HOUSE**) for all funds raised in aid of the charity to the address below:

TWINKLE HOUSE  
126 SANDY LANE CENTRE  
SKELMERSDALE  
WN8 8LH

**Thank you so much for your support,  
Happy Fundraising 😊**



## FUNDRAISING IDEAS – FOR GROUPS / DEPARTMENTS

1. Group / organisation wide initiatives – security ID replacement card fee goes to charity.
2. Walk to work day
3. Give as you earn
4. Add on a small amount for each questionnaire a Project completes
5. Dress down Day, charge everyone who takes part / double if you don't
6. Jeans for Genes Day [wear your jeans for work] charge / double if you don't
7. Fancy Dress (pink day) charge everyone who takes part / double if you don't
8. Quiz night or Quiz lunch
9. SoDoku Challenge - everyone pays to take part and is given the same puzzle to do, and race to complete it.
10. When it is somebody's birthday, they often bring cake to share with colleagues, ask people to donate instead for Twinkle House.
11. Sponsor your boss to do a 'junior' job for the day – or sponsor the boss to make the coffee/tea for the day.
12. Inter departmental competition / 5-a-side football ect.
13. Wacky Races [to the pub for lunch]!
14. Canteen reminders – Put a fundraising box in your canteen for Twinkle House (enquire at Twinkle House).
15. Fines – fine somebody who is late for work, late for meetings ect.
16. Fundraising Day – collect other people's ideas relative to your company.
17. Donate your corporate gifts to Twinkle House to raffle at fundraising events, or raffle them for us.
18. Have a Charity Ball [your Christmas party] donate the proceeds, raffle ect.
19. Design a T-shirt competition between departments.
20. Go for a meal with team mates / colleagues, all make a donation.
21. Christmas Stars Appeal – donate on a star on office tree rather than buy each other Christmas cards.



Registered Charity No. 1121205 ~ Registered Company No. 6291384

## FUNDRAISING IDEAS – FOR INDIVIDUALS / FRIENDS

AEROBIC WORKOUT  
AFTERNOON TEA STALL  
ARM WRESTLING  
ATHLETIC / SPORTS EVENT  
APPLE BOBBING  
ATTIC SALE  
BACKWARD WALK  
BAKE-A-CAKE-STALL  
BALL OR DANCE  
BALLOON RACE  
BARBEQUE  
BEARD SHAVE  
BINGO  
BLINDFOLD CHALLENGE  
CAR WASH  
CAR BOOT SALE  
COFFEE MORNING  
COINS IN A FOUNTAIN  
DARTS COMPETITION  
EGG EATING COMPETITION  
FAMILY FUN DAY  
FANCY DRESS [PUB CRAWL]  
FANCY DRESS COMPETITION  
FASHION SHOW  
FUN RUN  
FUNNY FACE COMPETITION  
GARAGE SALE  
GUESS THE WEIGHT OF?  
GUESS THE NAME OF?  
HEAD SHAVE  
HALLOWEEN PARTY  
HONESTY BOX  
INDOOR GAMES EVENING [SPORTS HALL]  
INTERNATIONAL EVENING  
JOGGING [SPONSORED]  
JUMBLE SALE  
KAREOKE EVENING  
KNOBBLY KNEE CONTEST

KEEP QUIET [SPONSOR FOR THE CHATTY ONES]  
LOTTERIES  
LUNCH DONATIONS  
MARATHON EVENT  
MARKET STALL  
MUSICAL EVENING  
MYSTERY TOUR  
NATIONAL DAYS  
NEARLY NEW SALE  
NAME THAT TUNE  
NEW YEAR RESOLUTION  
[SPONSORED]  
ONE DAY FAST  
ONION PEEL COMPETITION  
PLANT STALL  
PUB GAMES NIGHT  
PUB CRAWL  
QUIZ NIGHT  
RACE NIGHT  
RAFFLES  
RELAY RACE  
SHOE SHINE SERVICE  
SILENT AUCTION  
SILLY SPECKS EVENING  
SPORTS DAY  
SWEAR BOX  
TALENT NIGHT  
THREE LEGGED RACE  
TREASURE HUNT  
TUG OF WAR  
XMAS DRAW  
XMAS PARTY  
XMAS DANCE



Registered Charity No. 1121205  
Registered Company No. 6291384



Sign up at  
[www.everyclick.com/twinklehouse](http://www.everyclick.com/twinklehouse)

## HELP OUR CHARITY BY USING EVERY CLICK AS YOUR WEB BROWSER

We are a registered charity based in West Lancashire offering support to children with special and additional needs 0-18 for free. You could help us raise funds to support our Multi-sensory based sessions, by using Everyclick as your web browser.

If you prefer Google or Yahoo, you can even set your home page as [Everyclick.com/twinklehouse](http://Everyclick.com/twinklehouse), and search Google through it, this way it will generate funds every time you search.

If your or the company you work for can help us raise funds by using our web browser, please log onto [www.everyclick.com/twinklehouse](http://www.everyclick.com/twinklehouse) and become a fundraiser by searching for Twinkle House, register your name then save the browser as your home page.

Then every time you search on the web, funds will be generated to help support our work. You can also register your information and links to your service or business on our site.

Alternatively, you can put the information in your newsletter or on your notice board for colleagues to see and sign up should they wish to.

We do hope that you will consider supporting our cause, and thank you in anticipation.

Yours sincerely

Jill Appleton  
**Charity Manager**

---

Tel Reception: 01695 455625  
Tel Office: 01695 455626  
Email: [enquiries@twinklehouse.co.uk](mailto:enquiries@twinklehouse.co.uk)  
Website: [www.twinklehouse.co.uk](http://www.twinklehouse.co.uk)

Twinkle House  
126 Sandy Lane Centre  
Sandy Lane  
Skelmersdale  
Lancashire  
WN8 8LH



# FRIENDS OF TWINKLE HOUSE FUNDRAISING REPORT FORM

<b>FRIENDS OF TWINKLE HOUSE NAME</b>	
<b>ADDRESS</b>	
<b>POSTCODE</b>	
<b>MAIN CONTACT</b>	
<b>TELEPHONE NUMBER</b>	
<b>MOBILE NUMBER</b>	
<b>EMAIL ADDRESS</b>	

<b>FUNDRAISING PROPOSAL NAME</b>	
<b>PROPOSED DATE (S)</b>	
<b>PROPOSED VENUE</b>	
<b>PROPOSED ITINIARY (ATTACH)</b>	
<b>SUPPORT FROM CHARITY REQUIRED</b>	
<b>PRESS RELEASE REQUIRED / DATE</b>	
<b>SUBMITTED TO</b>	
<b>SUBMISSION DATE</b>	
<b>RESPONSE REQUIRED BY DATE</b>	

## TWINKLE HOUSE BOARD DECISION

APPROVED

AT BOARD MEETING HELD

NOT APPROVED

LEAD PERSON / TH

SUPPORT



*Making Sense of Your Senses*

Practical Support Service for  
**Children and Young People**  
With Special and Additional Needs

---

## RAISING FUNDS FOR TWINKLE HOUSE

Twinkle House, 126 Sandy Lane Centre, Skelmersdale, WN8 8LH

Tel: 01695 455625 ~ Email: [enquiries@twinklehouse.co.uk](mailto:enquiries@twinklehouse.co.uk) ~ Website: [www.twinklehouse.co.uk](http://www.twinklehouse.co.uk)

Registered Charity No. 1121205

Registered Company No. 6291384



# SPONSOR FORM

Registered Charity No. 1121205 ~ Registered Company No. 6291384

I am raising funds for Twinkle House, Registered Office: 126 Sandy Lane Centre, Skelmersdale, WN8 8LH  
**Tel:** 01695 455626 **Email:** enquiries@twinklehouse.co.uk **Website:** www.twinklehouse.co.uk

**Please sponsor me (Name)**

**Event**



**Gift Aid Your Donation ☺ Note:** You must be a UK taxpayer to be able to Gift Aid your donation. Gift Aiding makes your donation go further, giving us a further 28p per £1 from HM Revenue & Customs. In order to Gift Aid your donation you must tick the Gift Aid box below, and provide your full postal address including your postcode.

NAME (IN CAPITALS)	FULL HOME ADDRESS (IN CAPITALS)	POSTCODE	AMOUNT £	GIFT AID (Tick)	DATE RECEIVED
<b>TOTAL RAISED £</b>					

*To be completed by the Charity:*

<b>Date Money Received:</b>	<b>Amount Received:</b> £ <input style="width: 80px;" type="text"/>	<b>Total Gift Aid Donations:</b> £ <input style="width: 80px;" type="text"/>	<b>Tax Reclaimable:</b> £ <input style="width: 80px;" type="text"/>
-----------------------------	---------------------------------------------------------------------	------------------------------------------------------------------------------	---------------------------------------------------------------------