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# FUNDRAISING PACK 2024



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# INTRODUCTION

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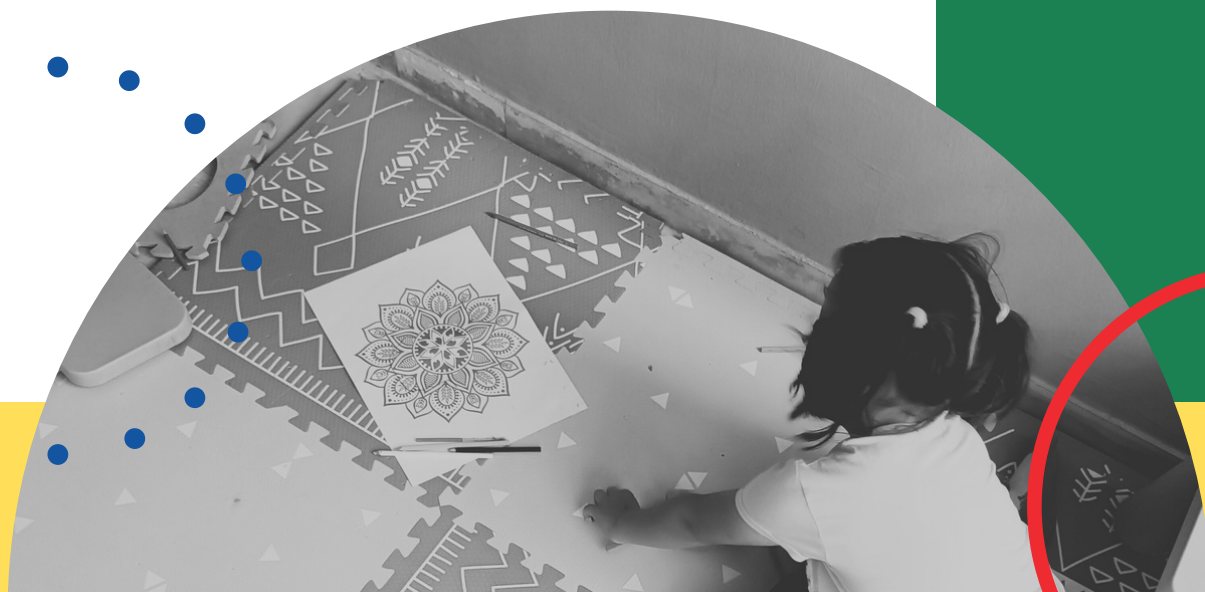
Thank you for choosing to fundraise for Be Aware and Share (BAAS)! We are extremely grateful for your support. Without the support of our donors and fundraisers, BAAS wouldn't be able to continue our work carrying out our projects and supporting refugees and asylum seekers in Europe.

Since 2015, BAAS has primarily focused on supporting people fleeing into Europe. Through a range of means, such as material or social support, as well as, educational and leisure activities for refugees. At the moment, the organisation is mainly focusing on supporting refugees in Ioannina, Greece in our community centre. While undertaking awareness and informative work in Switzerland.

All of our activities are funded by donations and carried out by volunteers. With the situation in Greece and across Europe constantly changing, we aim to continue, adapt and evolve our projects to meet the needs of those we support. This means that we must rely on actively seeking funds through a variety of avenues. As an organisation that relies primarily on volunteers, we rely on people like you to help us through your amazing fundraising activities!

We understand fundraising can take time, effort and energy. Despite this, it can also be immensely fun and satisfying. However you choose to fundraise for us, we hope this fundraising pack can help you in the process.

Thank you for supporting Be Aware and Share. We are grateful for all your efforts in helping people on the move.





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# WHY FUNDRAISING MATTERS

€100

Funds diapers  
for 34 babies  
for 1 week.

€200

Funds our  
WASH Services  
for 2 months.

€400

Funds the CC's  
electricity for 1  
month.

€1000

Funds the  
Community  
Kitchen for 1  
month.

**All donations from your fundraiser will go towards running our services and keeping BAAS operational.**

BAAS has been working with refugees and asylum seekers since 2015 and we've been able to this because of the support we receive from people like you. All funds raised make a significant impact to the work we do.

With the opening of our Community Centre in Ioannina in September 2022, we have a range of fixed running costs that need met to ensure we stay open for those who visit us and our services. Alongside adapting our services to meet the needs of our beneficiaries within a changing context. We wish to offer the best services we're able to provide while keeping costs low. This means we can utilise funds in the most effective ways possible while meeting the requirements of service users.

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# The Steps of Fundraising

<b>Step 1</b>	Brainstorm! Think about what you can (and want) to do to fundraise and who's in your network to seek support or join in. Have a look at the Ideas section of this pack for some ideas to get you started.
<b>Step 2</b>	Make a plan. What event or activity are you going to host or partake in and how are you going to do it.
<b>Step 3</b>	Create your fundraising page. Set up your donations page on our recommended site, Chuffed, in order for people to donate or sponsor you once you've spread the word about your fundraising endeavours! It's also a platform to tell people what you're doing and why.
<b>Step 4</b>	Utilise your networks. Reach out to friends, family, colleagues, the public and everyone in between. You'll be surprised who'll want to support you and your fantastic efforts. Whether they want to join in, donate or fundraise themselves.
<b>Step 5</b>	Now go out and do it! Spread the word about BAAS and why you're fundraising for us. All the resources you might need can be found in this pack or if have any further questions, you can reach out to us!

Not all fundraising plans look the same. Although this is a suggested guide, we recommend doing what works best for you. Whether you're a fundraising expert or newcomer, fundraising can be whatever you want it to be. So make it your own and have some fun in the process.

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# IDEAS

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Go big or go small! Every little helps. As long as you're having fun, trying your best and spreading awareness! Here you'll find some prompts to start you off.

## CHALLENGE YOURSELF

Gaining support through trying something different or pushing yourself is always a favourite among fundraisers. You can go big or keep it small but finding an activity that will challenge you in some way can show people how committed you are to raising money for a good cause.

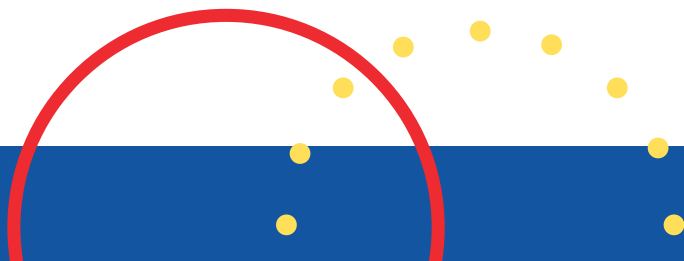
- A physical challenge over a long or short period of time. Such as joining a run, cycling across country, bungee jumping, hiking long distance or up a mountain.
- Give it up challenge. Stop eating sugar, chocolate or drinking for a month.
- Wax it
- Do something that scares you (but is still safe).



## LITTLE ACTS THAT MAKE A BIG DIFFERENCE

There are some ways to fundraise that are easier if you have a little less time to give. Or can be added on to a different fundraiser.

- Birthday or Wedding Fundraiser- Ask people to donate instead of getting you a present.
- Buy a song- If you're doing a challenge, people can sponsor a song that is added to your challenge playlist.
- Guess the number of sweets in a jar. An easy one for school or the office. People pay to guess and win the sweets if they're right!
- Sell your old clothes or items and donate the profits.



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# HOST AN EVENT

This is a fundraising avenue that has numerous possibilities. Hosting an event usually involves a little more time and effort but it's always worthwhile!

## 1 SMALL EVENT

Don't think a small event doesn't mean there can't be a big impact. When organised with the motivation of fundraising for a good cause, small events can be incredibly successful fundraisers. Some ideas include:

- Host a bake sale, garage sale or car wash.
- Host a dinner party or coffee morning.
- Get your friends together for a Bake off or Afternoon Tea.
- Raffle or auction with donated prizes.
- School or Office Dress up or dress down day.
- Board game or ping pong tournament.

## 2 BIG EVENT

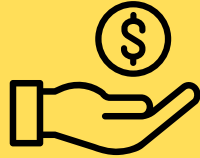
Bigger events tend to involve a little bit more coordination but they're a chance to reach out to everyone you know, as well as the public, bringing people together to spread awareness and raise money.

- Movie or art screening
- Host a musical gig
- Fashion show or talent show
- Pub Quiz
- Bingo event

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# Hints and Tips

Some handy hints and tips from us and our fundraisers so that you can lay the best groundwork to achieve your goals.



Be ambitious but also realistic with your fundraising goal. It'll help you stay motivated on the way to your target!



Utilise these Resources!  
We've hopefully provided you with lots of ideas and resources to get you started, but now it's your chance to use them. Connecting pictures, stories or facts and figures with your fundraiser will help people see why what your fundraising for is so important.



**SHARE SHARE SHARE!**  
Social media is a great tool to reach out to people and get them involved in your fundraising events whether they're near or far! Or go old school and text, call or email. People often want to support you, so give them the chance.



Don't be afraid to ask!  
The worst they can say is no. This applies to asking for people to sponsor you, attend your event, donate an item to a raffle and everything in between.

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# DONATIONS

## Ways to get your donations to us

- 1** Set up an online fundraising page. The quickest and easiest way to gather donations is through an online platform. You can post these on social media, send the link in a message or create a QR code on posters that leads straight to your page. For Instructions on how to set up your fundraising page [CLICK HERE](#).
- 2** Print out a [Sponsorship Form](#) to keep track of physical donations. Collect monetary donations and then transfer them to our bank account. This is a good option for bake sales and in person events.
- 3** Direct people to our website's [donation page](#). We rely on regular monthly donations from our supporters. Perfect for if someone wants to continue supporting us beyond your fundraiser.



## Bank Details

Be Aware And Share, 4056 Basel  
Bank: Basel Cantonal Bank  
IBAN: CH 42 0077 0253 8101 3200 1  
BIC: BKBBCHBBXXX  
ACCOUNT NO: 40-61-4



## SETTING UP YOUR FUNDRAISING PAGE

Although you are welcome to use whichever platform you wish to fundraise for us, we recommend using Chuffed (with no platform fees, more of the money you fundraise comes directly to us). [CLICK HERE](#) for set up instructions.



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# Communication Information



[@beawareandshare](#)



[Be Aware And Share - BAAS](#)



[www.beawareandshare.ch/en/](http://www.beawareandshare.ch/en/)

If you need any more assistance in your fundraising endeavours or have any questions, reach out to our fundraising team:

[fundraising@beawareandshare.ch](mailto:fundraising@beawareandshare.ch)

[@beawareandshare](#)



# RESOURCES



## PRINTABLES

If you are hosting an event or a challenge, you'll find some pictures, leaflets and information posters [HERE](#).



## USEFUL FACTS AND FIGURES

Using numbers and small memorable pieces of information can help people connect to your fundraiser. Click [HERE](#).



## SOCIAL MEDIA TEMPLATES

If you're posting about your challenge journey, details of your event or you just want to spread awareness about what BAAS does. Don't forget to tag us. You can find some templates [HERE](#).



## INFORMATION PACK

We've put together an information pack about all things BAAS. So you can feel connected to the organisation and share information about us to your supporters. Click [HERE](#).

## ANYTHING ELSE YOU MIGHT NEED:

- [Sponsorship form](#)
- [Fundraising Page Set Up Instructions](#)
- [Annual report 2023](#)

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