

Fundraising Guide

Everything you need to start
fundraising for
Northern Ireland's Autism Charity



Building an inclusive society



About us

Autism NI is Northern Ireland's longest-serving autism charity and works to provide life-changing services for over 35,000 autistic people in Northern Ireland.

Autism NI offer many local support services including a Helpline, an Early Intervention service that supports families after receiving an autism diagnosis, Support Groups throughout local communities, accredited training to parents, carers, family members and professionals, and lobbying.

With 1 in 17 school age children having an autism diagnosis in Northern Ireland, Autism NI continue to lead the way in fighting for real change.

Autism NI's vision is to build an inclusive society where autistic people can achieve their full potential, and the Charity strives to inspire local people, communities, businesses, and government to support this vision.

All monies raised for Autism NI remain in Northern Ireland and support our vital services.



Where your money goes

Almost 90% of our income is spent on providing autism services.

We rely on donations and fundraising to provide local services to autistic people and their families. Your support helps us continue to provide invaluable services including Early Intervention, Family Support, our Helpline, accredited training, and lobbying.

Fundraising is the best way you can make a difference and support Autism NI, to help us grow our services and to help more autistic people.

£10 will provide a family with a tailored information pack.

£20 will provide a 30 minute Helpline call for an autistic adult or family member.

£30 will provide a one-hour advice session for autistic people and their families.

£100 will provide a bespoke home early intervention service for one family.

£500 will allow a family with an autistic child to avail of 5 early intervention sessions.

Let's get started!

Once you have chosen a fundraising activity, contact our Fundraising team and let us know your plans to fundraise for Autism NI.

Our team will be able to provide you with branded materials and a fundraising pack to get your fundraising started.

Our materials include:

- **Sponsor forms**
- **T-shirts**
- **Running vests**
- **Balloons**
- **Leaflets**
- **Posters**
- **Collection tins**
- **Banners**





Paying in your donation

To pay in your donation or sponsorship monies, you can use one of the following methods that best suits you:

Cheque

Make a cheque payable to Autism NI and post it to Autism NI, Donard, Knockbracken Healthcare Park, Saintfield Road, Belfast, BT8 8BH. Also, make sure to attach a note with your details so that we know it's from you.

Cash

Collect all cash donations and bring them up to Autism NI's office.

Bank Transfer or lodgement

Contact our Fundraising team to request a sort code and account number and pay in your donation via BACs or lodge monies at your local Danske Bank.

Credit/Debit Card

You can pay in your donation by calling our Fundraising team on 028 9040 1729 (option 3) and provide us with your card details.

Raising money online

To help raise sponsorship online, we recommend that you create a personal fundraising page on Just Giving or Facebook.

Creating an online fundraising page is easy and engaging. You can personalise your page, add photos, tell your own story and share with friends and family members.



How to set up an online fundraising page

Setting up an online fundraising page is the easiest way to raise sponsorship monies digitally with friends, family or work colleagues.

facebook

On desktop or mobile browser:

1. Login to your Facebook account
2. Visit www.facebook.com/fund/AutismNI
3. Choose your fundraising target and the end date of fundraiser
4. Upload title, photos and your own personal story
5. Click 'Create' at start sharing

On the App:

6. Login to your Facebook account
7. Search 'fundraiser'
8. Click on 'Create fundraiser'
9. Search for and select Autism NI
10. Upload title, photos and your own personal story
11. Click 'create' and start sharing

JustGiving™

1. Visit www.justgiving.com and click on 'Start Fundraising'
2. Click on 'Yes, I'm fundraising for a charity'
3. Enter your details and click 'Sign Up'
4. Follow the registration details for the site and select Autism NI (PAPA) as the charity you are supporting
5. Complete your profile with a personal story and some pictures of your fundraising event
6. Once you have completed and published your page, you're ready to share and receive donations.

Autism NI Sponsor Form

Name:

Address:

Fundraising event:

Date of event:

Telephone:

Email:



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Make your donation go further

PLEASE TICK THE GIFT AID BOX ☒

Autism NI can reclaim the tax back on every sponsorship donation and get an extra 25% without it costing you a single penny. If you pay tax in the UK, supply your title, name and address, and tick this box. Please make sure we can read your full name, home address and post code. This supports our tax claim and will not be used to contact you.

[illegible]



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Title	Full Name	Address	Postcode	Amount	Gift Aid✓

Remember! Full name + title + home address + ✓ to Gift Aid

Return Sponsor Form to Autism NI, Unit 3, Forestgrove Business Park, Newtownbreda
Road, Belfast, BT8 6AW
NI Charity Commission Number: NIC100240

Increase your fundraising!



Promote your event with local media

To increase awareness and support for your fundraising event, you can ask local media such as newspapers, radio stations and TV stations to promote your event. Contact them with an explanation on your event and why you are raising monies for Autism NI. If you need any further support, contact a member of our Fundraising team.

Gift Aid

Autism NI can claim Gift Aid on your donation if you are a UK taxpayer. Gift Aid allows us to claim 25% on your donation, which means if you donate £1 and sign a Gift Aid form, your donation can be worth £1.25. It's so easy to do and it costs you nothing. All you need to do is fill out a Gift Aid form or Sponsor form and return it to Autism NI with your donation.

Ask for sponsorship

Ask businesses in your local town to sponsor you. Businesses can give a monetary donation to sponsor your event or donate a prize for a raffle.

Match funding at work

Ask your employer if your work has a match funding scheme. This means your employer will match fund the amount you raise. Autism NI can send you an authorised letter to inform your employers of your fundraising.

**Autism NI,
Unit 3**

**Forestgrove Business Park,
Newtownbreda Road,
Belfast,
BT8 6AW**

Tel: 028 9040 1729

Email: sorcha.mathews@autismni.org



Charity number: XR22944

NI Charity Commission number: NIC 100 240