Building Trust international is a registered charity in England & Wales 1142338

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Building trust

Promoting sustainable building and proving how design is a tool for positive social change.

By choosing to organise an event and fundraise for us, you will make a huge difference to the thousands of individuals and communities in need around the world.

If you have not fundraised for charity before, you might feel a little daunted by the task. Please don’t be! We promise to support you every step of the way offering advise, support and best practises on how to make the most of your fundraising.

This pack is designed to answer all your questions, give you some inspiration, handy tip and tried-and-tested ideas on how best to reach your fundraising target and more!

Please note a member of our team will always be contactable via email so you are always connected to Building Trust: info@buildingtrustinternational.org

Our goal to impact the lives of 1 million people through better buildings depends on the support of people like you!

Key Charity Aims:
- Sustainable design
- Humanitarian architecture
- Awareness raising
- Community involvement
- Aid relief
- Vocational training
- Skills Sharing
- Promote natural materials
- Education
- Create a global community
- Positive social impact

Our work has 5 main focuses:
- We create new responses to poverty, war, ill health or conservation through design solutions
- We establish long-lasting sustainable architectural projects for communities in need
- We work with the local community to ensure projects are long-lasting and are owned by the people they support
- We train local individuals in new sustainable construction skills
- We ensure projects have a positive social impact
Who we are

Building Trust International was founded in June 2011 with the core aim to provide design and architectural assistance to existing charities, individuals and communities in need.

Building trust has shown that design has value far beyond the bricks and mortar of any one building. Our built environment defines us and impacts our health, our relationships with others and our future. Building Trust hopes that together we can build a better future for all of us and future generations.

Charity Structure:

A team of international volunteer engineers, designers, architects, accountants, landscape architects and more make up our enthusiastic, hardworking team. Local knowledge is key to finding sustainable local solutions, we hope to continue to build upon these relationships as we grow and deliver more projects. Creating a stronger network of like-minded caring professionals and students that can learn from one another and share resources.

TRUSTEES
Judith Sellen - Chair - Founder of Impact Wellbeing
Toby Maclean - Director of TALL Engineers
Will Postle - Design Engineer, Dyson Co. Ltd
Lorna Bains - Director at Vilo Consulting

FOUNDERS
David & Louise Cole

MEMBERS
21,000+ international supporters
Building trust in numbers

130,000
- displaced refugees along the Thai/Burma border

75,000
- people in Cambodia living with HIV/AIDS

70%
- of Cambodia is covered in forest

Building Trust impact

1000+
- construction of MOVING schools

1000+
- children gaining an education in a safe learning environment

100+
- low cost flood resistant housing solutions

100+
- family members housed in sustainable homes

20+
- innovative community based eco-tourism projects to protect endangered species

20+
- species of global conservation concern supported

How you can help....

£5 pays for a local worker for a days work, learning new sustainable building skills

£10 could buy a family a piece of roofing for their new flood resistant home

£25 can train a local Architect for a month in new design skills

£50 can fund the windows & mosquito screens in a family home

£150 pays for a safe, sanitary toilet solution

£1500 pays for a classroom in an over capacity school in great need

£2000 pays for a new low cost house for a family affected by AIDS/HIV
Fundraising ideas

Our volunteers, fundraise for us all around the world. We cannot do the work that we do without your support and dedication. This pack is designed to give you inspiration for your own events. Or perhaps you have an idea to create your own unique event.

Remember we are here to help you out so don’t hesitate to get in touch!

Raising large amounts of money for charity can seem extremely daunting at the outset, but with a positive attitude and some imagination you will be amazed how soon the money starts coming in.

See what you think of these ideas...

Sporting Activities:
- Marathons/Running
  Whether you want to run a mile, half marathon or full marathon, this is a great way to raise money getting your friends and family involved in the action!

- Golf Competitions/Tournaments
  Negotiate the driving range for free and hold a competition event. People love to outdo each other where golf is concerned so longest drives, nearest the pin competitions, balls in the net etc go down a treat. Golfers pay an entry fee and you provide the donated prizes.

- 5-a-Side Football Tournaments
  Spread the net far and wide to get as many teams as you can together, see if your local football club would like to get involved and see what they can throw in. Charge teams to enter and let the fun commence!

- Cricket/Baseball Match
  Hit them for 6 with a fundraising cricket or baseball match. Do a variation on the usual game, but make sure you punctuate it with plenty of meal breaks – a chance to sell more burgers, sausages and those lovely cricket teas. Charge teams an entry fee and spectators to watch.

- Swimathons
  Do it on your own and get people to sponsor you by the hour, minute, mile or length or take over the pool for a day and hold a team competition.

“...I love running and wanted to help raise funds for Building Trust, a charity who do fantastic work for so many people around the World. After setting up my fundraising page, I told my friends and soon the donations came in!”
Emily Villis

Emily Villis taking part in the Auckland Marathon
More great ideas!

If you are not sporty then perhaps some of these ideas might be more to your taste!

Food and Drink:
- **Afternoon Treats**
  Find a venue, (in-doors or out), preferably given to you for free, and get baking! How many cups of tea/coffee could you sell in an afternoon with a slice of cake? Turn it into a bit of a party with some other 'amusements' thrown in and count the cash that rolls in.

- **Recipe Book**
  Get everyone you know to give you their favourite (tried and tested) recipes, with a bit of reformatting put them all together and get them printed for re-sale.

- **Desert and Wine Evening**
  You need a venue, preferably free of charge with a licence to serve alcohol then ask restaurants and hotels in your area to donate a desert. Sell tickets before hand and on the night. Again max out the evening with quizzes, games and raffles.

- **Come Dine with Me**
  Set up a mini-restaurant in your own home one night and charge the diners to eat. Again a great opportunity to sell a few raffle tickets too

- **Wine Tasting**
  Your local wine merchant is probably used to these sorts of evenings and will guide you through what to do to make the most of the opportunity, essentially they give away samples and if your guests make a purchase they will donate a percentage of the sales to your fundraising effort. You might want to call the night an Amateur Wine Tasting, so that those with little knowledge of wines won’t be put off!!

- **BBQs**
  Get the sausages on the sizzle and charge for your rolls! Set up the garden with a few games and competitions to keep the appetites keen!

- **Sweetie Container**
  Give friends and family an empty Sweetie Container and ask them to fill it with coins.

- **Supermarket Bag Pack**
  Many supermarkets are happy to allow you to pack shopping and ask each shopper for a donation for doing it. Pick your supermarket, give them a ring and set a date. Don’t forget with 24hr opening you could be in for a long haul.

- **Cake Sale**
  Get your friends together bake some incredible treats and then sell them to your local community. Raising awareness of Building Trust projects whilst eating some tasty goodies!

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“It was nice to do an event like this and I really had fun. As well I was very lucky that so many people were interested in this project. So I hope that I could help with this a little bit to realize a project in Bangladesh”

F Rosenbusch
Throw an event

Like to host parties, gather friends and have a great time...well maybe you might like to host a charity event.

Put on a show:

- **Concert/Singing**
  Everyone loves a sing song, doesn’t matter how good your singers/band are. Have some drinks and snacks on sale to raise more funds.

- **Charity Ball**
  Go for extreme fundraising and put on the ultimate in fundraising extravaganzas. Make it themed and ensure the code is ‘dress to impress’ to endorse the ticket price. Perhaps have a raffle or auction for added funds!

- **Dog Show**
  Find your venue and decide on the ‘Classes’, novelty ones work the best i.e. ‘Waggiest Tail’, find some judges and away you go. Charge entry fees. Put on some dog agility competitions too.

- **Fashion Show**
  Pick a theme and persuade a few friends to strut their stuff. Could be a good be a good way to sell off the nearly new clothes you’ve gathered together or ask shops to donate old stock for your cause. Charge for tickets.

- **Games Nights**
  Invite friends over to play Cluedo, Monopoly, Scrabble, Ker Plunk, Jenga etc and charge an entrance fee.

- **Coffee Mornings**
  Open your house up for the morning and put the kettle on, combine with a Bring and Buy Sale and have a really nice time with friends, family and neighbours for your good cause.

- **Quiz Night**
  It’s an old favourite but it works. Get your venue, know how many teams it will hold and publicise it well. A set donation per team usually goes down well. Quiz questions can always be Googled and downloaded but beware the pros will know this and be well clued up.

- **Book Sale**
  Get people to donate their unwanted books and hold a sale and add the proceeds to your fundraising target.

- **Car Boot Sale**
  More decluttering required! Flog it all at your nearest, well attended car boot; you’ll soon cover your costs.

- **Garage Sale**
  Too much stuff or too big to take to the car boot...swing open the garage doors and sell it from there – this event will need to be well publicised to ensure the hoards rock up.

“We know that the funding from the night is going to a fantastic cause and we look forward to seeing our donation become a real life project helping a community very much in a different situation to us expats in Singapore.” J Norman

J Norman held a Charity Ball, Singapore
We are starting to build long-term mutually beneficial relationships with all sorts of companies of varying sizes and across many sectors including retail, banking, wealth management, construction and more. Want to get your work involved then check out these ideas!

Fundraising at work can be fun, motivating and great for team building. We have loads of fantastic ideas to help you get involved all throughout the year. We can offer our own events for you to take part in, tailor events to suit you, or simply support your events and ideas. Whichever route you choose, we are here to help you all the way. We can help you from start to finish - setting up online fundraising, providing you with materials and offering advice and promoting media coverage of your efforts.

Work involvement:

- Charity of the Year
Choose Building Trust International as your Charity to support for the year. More and more local companies want to engage with their local community and support a charity through their staff. Do you have any contacts within a local business that you could introduce us to or ask if they have a Charity of the Year scheme?

- Payroll Giving
This is a simple and tax-effective scheme, which allows you to donate to Building Trust International by a direct deduction from your salary. If your company has a Payroll Giving scheme established, the payroll department deducts the amount pledged from your pay. Building Trust then receives your donation, and the tax you would have paid on this amount is added on by the government.

- Collections
Collect donations at your work from your colleagues and friends. If you work in a shop you can also gain donations from visitors! Remember to check with your boss first :)

- Match Funding
Many companies are more than happy to donate to your chosen charity and will match what you have raised in donations. Check with your work to see if they know about this great scheme.

- Dress Down Days
Choose a Friday, put up a poster and get everyone in your work to pay a little bit to have a day at work wearing jeans and a t-shirt instead of office attire. Simple!

“I asked my manager at work about donating to charity and we decided to host a Dress Down Day in our office one Friday. The event was easy to organise, fun and raised cash for Building Trust international.”

S Byrne
Get your own fundraising page
Sign up today
If you would like to host a fundraising event, there are a few things you should consider:

Planning:
- How long will it take to organise the event?
- How much do you want to raise?
- Who should you connect with to make it happen?
- How can you gain added media attention?
- Who are your target donors?

Product:
- Does the event have a theme?
- Do you need entertainment?
- What additional items such as decorations and props might you need?
- Where will the event be held?

Price:
- Is this an event which you have to charge for?
- How much should it cost?
- Remember to ask you friends to assist and ask around to get the best price on items!
- What is the budget?
- What do you expect to raise?

Promote:
- Can you gain donations through social media?
- Would posters/flyers assist?
- Do you know anyone in the media industry who could help?

“I held a ‘Tie-Dye’ event in London raising funds for Building Trust. First I secured a venue for free, gained free dye kindly donated from DYLON, shared the event on Twitter and before I knew it the tickets were sold out!” H Bailey
The easiest way for you to collect your donations is by using an online fundraising page. They are simple to set up, secure and easy to share with friends, colleagues and family via email and social media.

How do I set up my page?
Just go to the My Donate page: https://mydonate.bt.com and click on the ‘Start Fundraising’ box and the site will guide you through the simple steps including registering you with your own personal My Donate account. When you have set-up your fundraising page be sure to send the link to everyone you know and the donations will start coming in!

Where do the donations go?
BT MyDonate will transfer donations straight to the us along with any Gift Aid due on the donations.

“I held a Halloween event for charity. Using the My Donate site I set-up my own fundraising page to collect donations for tickets to the event. It was simple to set-up and was easy to share with friends!”
L McKillop
Top tips!

Personalise, share, keep going!! We know it’s not easy to fundraise so here are a few tips to ensure success!

Top Tips

1. Be personal
After you have set-up your fundraising page be sure to make it personal. Tell your story, why do you want to donate to Building Trust. Share photos of the lead up to your event, keep people involved and share your experiences. This is guaranteed to help. It may be worth starting a blog to keep people updated and to tell your fundraising story.

2. Target
Donors like to know what the end goal is of your fundraising is and what you are fundraising for. Be sure to clearly state a target on your page and let people know when you have achieved your goal.

3. Think Big
If possible try and get your first donation to be a big one, this will set an example for other donors who will hopefully follow suit.

4. Promote, Promote, Promote
You are doing something amazing so don’t be afraid to tell people about it. Email, Tweet, LIKE, Share, Video and send all your fundraising content to your network of friends and family.

Text Giving

JustGiving has a free text giving service where people can donate money via SMS. It’s completely free and 100 percent of the money will come to us. Just ask people to Text FUND41£10 to 70070 from a UK mobile to support our work. Find out more: www.justgiving.com

“I organised a bring and buy sale at my local community hall, asking neighbours to come along and sell their old items for BTi. I had posters with the Just Text Giving code enabling people to donate right there!”
J Sellen

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Be sure to keep the ‘fun’ in fundraising by following these legal guidelines, rules and regulations.

1. Raffles, lotteries and collections
It’s always best to check with your local authority as to whether you need a certain specific license if you are collecting money in a public place.

2. Health and safety
This is pretty much common sense but be sure to follow advice from the team in charge of any organised event. If arranging your own event be sure to check any regulations with the local authority or manager/organiser of the location you are intending on hosting your event. If holding a food based event be sure to clearly display any ingredients for your guests to understand. The most relevant legislation will be the Health and Safety at Work etc. Act 1974 and the Food Safety Act 1990 and their accompanying Regulations.

3. Food Hygiene
It is strongly recommended that anyone handling food should be trained and hold a certificate of competence in basic food hygiene. Check the below websites for full information. Please take great care when handling food and work to basic rules for safe preparation, storage and display.

4. Data Protection
Make sure any record about those involved in your fundraising event, whether an electronic or a paper record, complies with the Data Protection Act. Don’t share information or data about someone without their permission.

5. Photo Compliance
It is great to capture your event with photos which you can then share to raise further donations but be clear with your attendees that you will be taking images and be sure to follow any local guidelines/laws.

If in doubt...
You can always double check with our Fundraising team before you start fundraising or why not check with the below very useful websites:

www.institute-of-fundraising.org.uk
www.charitycommission.gov.uk
www.ico.gov.uk
We would like to give a special thanks to the key volunteers who have given their free time and dedication to Building Trust over the last 4 years. Without help from our volunteers we would not be able to realise our worldwide projects which help communities in need globally. Through your support and fundraising we can build more sustainable buildings for those who really need it!

A special thanks to Lindsay Watson & Lara Dakers for the use of their photography.