



# Fundraising Pack

Do you want to help support people experiencing homelessness in our area?

Find out how you can fundraise for The Purfleet Trust!

# A Bit About Us



The Purfleet Trust was set up as a charity in 1993 to provide help for single homeless people in King's Lynn and West Norfolk. We see first-hand the struggles that people experiencing homelessness face, from finding a safe place to sleep to accessing healthcare and support services.

We believe that the key to eradicating homelessness in our area is through long-term support to help people gain the confidence, practical skills and support network to maintain sustainable tenancies and employment to help them grow, thrive and live fulfilling lives.



## Welcome To Your Fundraising Pack

We're excited to share our fundraising pack, designed to support you to organise creative and exciting fundraising events in support of Purfleet.

We hope that through organising fundraising events, you can not only help support us with raising vital funds, but you can also spread the word of Purfleet and help raise awareness for people experiencing homelessness in West Norfolk.



If you would like us to support your fundraising event, we would be delighted to share your event with our followers through our newsletter and social media channels. We would be thrilled to be able to support you as much as we can.

If you need any further information about Purfleet or our work, please don't hesitate to get in contact with us.

**Thank you for your support.**



You can find out more about us on our website:  
[www.purfleettrust.org.uk](http://www.purfleettrust.org.uk)

Or contact us via phone or email at:  
01553 767 829 or [enquiries@purfleettrust.org.uk](mailto:enquiries@purfleettrust.org.uk)

# How You Can Make A Difference...

Coming up with fundraising event ideas can sometimes be a daunting task. Here are a few suggestions to spark your creativity!



**Hold a bingo night!**

**Hold a charity auction!**



**Coffee mornings!**

**Fancy dress/dress down day at your work or school!**



**Karaoke or band night!**

**Hold a raffle!**



**Hold a bake sale!**

**Sponsored walk/run/swim!**

**Hold a quiz night!**



**Sponsored football match!**

**And lots more! Get creative!**

# How Your Support Helps

## Lee's Story

Lee's journey with us has not always been a smooth one. Lee appreciates the way in which the staff at Purfleet have continued to support him through the ups and downs.

After being supported by us to get himself off the streets, Lee was eventually offered a room in Merchants Terrace Hostel.

As part of his progress, Lee volunteers at Purfleet Pathways warehouse. Lee's voluntary role will help to give him vital employment skills that will set him up for getting a sustainable full-time job in the future.

Lee has taken a huge step forward in taking up his first tenancy having been offered a flat. He is thrilled with his accommodation and our service Purfleet Pathways were able to provide Lee with a House2Home furniture package.

This package provided everything needed for setting up home. Additional items are given to add to that homely feel. This includes pictures, lampshades & rugs etc.

As Lee is a volunteer at the warehouse, he was able to choose his furniture. He really enjoyed being involved in this and planning for his new home, and he is committed to working towards a sustainable tenancy.



**“I really appreciate all the help staff have given me to get to where I am today”**



# Meet Some of Our Supporters!

Just some of the generous people and businesses that have supported us recently!

“ The Purfleet Trust do amazing work all year round for people in need in West Norfolk and I'd like to show my support.

Julie



“ Such a fantastic local cause!

Mapus-Smith and Lemmon



“ Purfleet are a locally important charity. One bad decision; a bit of bad luck; a missed pay cheque or benefit payment could see anyone of us or a family member needing their service.

Eve

# Helpful Tips!

What to consider when planning a fundraising event.

## Date and venue

- 1 When and where will you hold your fundraiser? Book any venue or equipment needed. If it is a community event, a weekend or school holiday could be advisable, if it is a work place event when will most people be in the office?

## Decide on a theme

- 2 Decide what to do. Whatever theme you choose make it fun and easy to participate in, the easier it is the more people will hopefully support you. Use our fundraising ideas to inspire you.

## Raising money

- 3 Setting yourself a realistic fundraising target can help motivate you to raise as much money as possible. Get sponsored, ask family, friends and colleagues to sponsor you. Set-up an online fundraising page and let us know!

## Use Giftaid

- 4 Ask for Gift Aid as it means more money goes to our charity!

## Promote your event!

- 5 Use posters, emails, Facebook and Twitter, request to put an article in your community magazine, photocopy the enclosed press release and send it to your local paper and radio station to raise awareness!

## Who else can help?

- 6 There may be local businesses in your area that could offer support with raffle prizes, refreshments or displaying information about your event.

# Press Release

Please send this press release to local newspapers ahead of the event to raise awareness!

**Date of event:** \_\_\_\_\_

**Event name:** \_\_\_\_\_

**Name of fundraiser/s:** \_\_\_\_\_

**For further information contact:** \_\_\_\_\_

Hopes to raise/has raised £ \_\_\_\_\_ for homelessness charity The Purfleet Trust by  
(eg cake sale, sky dive, 3 peaks challenge etc): \_\_\_\_\_

Fundraiser explains (ie More information about your event. Why you chose to raise money for Purfleet? Why choose this type of fundraising event? (continue on a separate sheet if necessary)

## Notes to the editor

The online sponsorship page (eg Virgin Money Giving, Justgiving) is: \_\_\_\_\_

## About The Purfleet Trust

The Purfleet Trust is a charity that supports people experiencing homelessness in King's Lynn and West Norfolk. We believe that everyone has the right to live in a decent, suitable and affordable home and should have access to services that support and enable them to live independently. From our Health and Wellbeing Centre at Austin Fields, people experiencing homelessness can access wellbeing services, housing advice, skills workshops and more.

# Sponsorship Form

Name: \_\_\_\_\_

My event: \_\_\_\_\_

All money raised will be going to The Purfleet Trust to help support people experiencing homelessness in King's Lynn and West Norfolk. Thank you for donating!

Name	Address	Postcode	✓ GiftAid	Total Amount £	✓ Paid

**\*Gift Aid Declaration**

I am a UK taxpayer and understand that if I pay less Income Tax and/or Capital Gains Tax than the amount of Gift Aid claimed on all my donations in that tax year it is my responsibility to pay any difference. Gift Aid is reclaimed by The Purfleet Trust from the tax you pay for the current tax year. Your address is needed to identify you as a current UK taxpayer. Please notify The Purfleet Trust if you want to cancel this declaration, change your name or home address, or no longer pay sufficient tax on your income and/or capital gains.



# How to send us your fundraising money

Thank you for raising funds for The Purfleet Trust, we are extremely grateful that you chose to support us. The money you have raised will help us to continue supporting people experiencing homelessness in our area.

Money can either be sent via BACS or through sending a cheque. If you would like to send a BACS transfer please find The Purfleet Trust's bank details below.

Account Name	Account Number	Sort Code
Purfleet Trust Resettlement Project	01476402	30-94-75

Please find below your paying in slip which you should fill in with all requested details and forward to The Purfleet Trust. If you would like to complete this digitally, please email us a with these details. If you are sending us a cheque, please send your cheque and this form.

Name: \_\_\_\_\_

Email: \_\_\_\_\_

Fundraising Event: \_\_\_\_\_

Event Date: \_\_\_\_\_ Total Collected: £ \_\_\_\_\_

## Checklist

Please send the following to the The Purfleet Trust as soon as possible:

1. Completed paying-in form (this page), and post or email to us.
2. All sponsorship forms (so we can claim gift aid)
3. Cheque(s) made payable to The Purfleet Trust for the money raised, with your name and address on the back. Please post this to us with the paying-in form. If you you like to send us your money through a bank transfer, please find the details above.

**Post your completed forms to:**

The Purfleet Trust  
Pathway House  
Austin Fields  
King's Lynn  
PE30 1PH

# Thank you for your support!

Good luck with your fundraising!

We would love to support your fundraising efforts,  
so please don't hesitate to get in contact with us!

[enquiries@purfleettrust.org.uk](mailto:enquiries@purfleettrust.org.uk)  
01553 767 829  
[www.purfleettrust.org.uk/fundraise](http://www.purfleettrust.org.uk/fundraise)

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