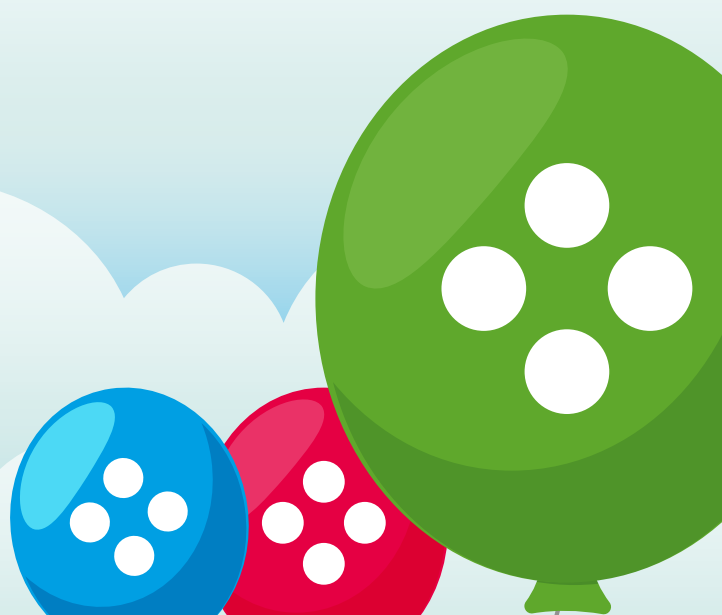
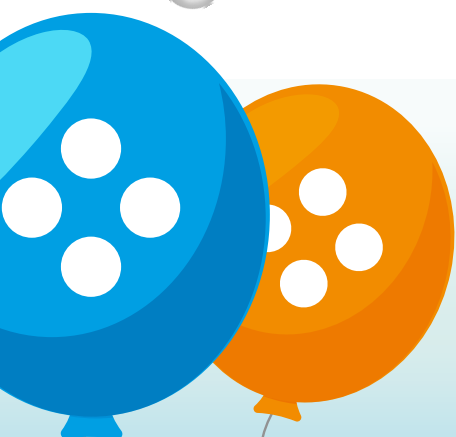




The **NAPA** guide to fundraising



# Support us



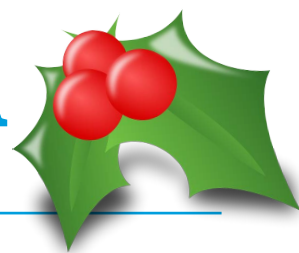
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Support. Inspire. Progress.



# Thank you for helping NAPA



Thank you for taking the first steps towards helping NAPA.  
We're so pleased to have you on board!

**This fundraising pack will tell you more about NAPA and the work we do.**

We hope you find everything you need in this fundraising pack. The pack has been sponsored by Unilever Away From Home Team and together we have developed lots of ideas, tips and tricks for you to put on a really great fundraiser and smash your fundraising target.

If you have any questions, or if you need any additional information or advice then the NAPA Team are just a phone call away.

NAPA is a National charity, we support the Health, Housing and Social Care Sector to prioritise the well-being of the people they support through the promotion of activities, arts and engagement. We appreciate every donation and we thank you for choosing to support NAPA.

We hope you will be inspired, have a look through and get planning for your NAPA fundraiser. Why not join our community of fundraisers on Facebook and follow us on Twitter? If you are posting about your event online, please use the hashtag #NAPAFundraiser. We cannot wait to hear about what brilliant things you get up to and we hope you enjoy your experience of fundraising for NAPA.

**Good luck!**



*Hilary*

+ **Hilary Woodhead**  
Executive Director



*Gianna*

+ **Gianna Burns**  
Communications and Fundraising Manager

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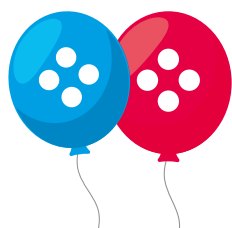
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# Oliver & Erika



Oliver

+ **Oliver Thomas**  
NAPA Chairman

NAPA is a nationally known organisation in the care sector in the UK that aims to bring love, life, and laughter into every care setting and to everyone involved, whether they might be giving or receiving care. We provide training and expertise, help and advice and we aim to make sure that the provision of activities is constantly at the forefront of everyone's mind.

We are a small and very efficient charity that consistently punches above its weight in our field. We rely on our membership for our funding and on those who are generous and kind enough to support us through their fundraising efforts. Every donation, however large or small, contributes to the work that we do, helping the frailest in our society live lives of fulfilment. We would like to thank Unilever Away From Home Team for sponsoring our fundraising materials. We are eternally grateful to everyone who helps us by offering support and raising funds to enable NAPA's work.

If you would like to raise money for us, thank you for your support and for thinking of us; If you have already raised money for us, thank you so much for all your hard work and please be assured that your money will directly help to make the lives of the frailest people in our society better



Erika

+ **Erika Burany**  
Customer Marketing Manager,  
Away From Home

At Unilever Away From Home Team we believe that prioritising wellbeing is essential. Our partnership with NAPA supports us to develop creative resources that enable meaningful engagement for those living in care homes. It is our pleasure to work with NAPA and sponsor this fundraising pack. We hope you enjoy fundraising for NAPA and look forward to hearing how you get on.

To find out more about Unilever Away From Home Team and our This is Home support programme [click here](#).



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# FUNDRAISING



*It's gotta be talked about!*

## Would you like to fundraise on behalf of **NAPA**



Support us to continue our work – use your own fundraising ideas or check out our **'Idea A-Z'** for inspiration.

However, if you choose to fundraise for NAPA, we're here to support you every step of the way!

By fundraising for NAPA you will help us get closer to our goal: that every setting is able to prioritise the well-being of people with care and support needs, through access to activities, arts and engagement.

### **Not sure where to begin?**

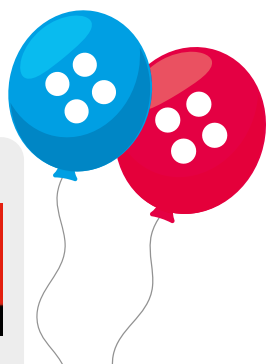
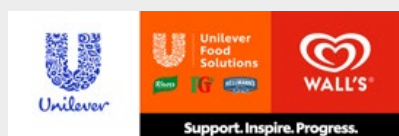
Get in touch with the friendly NAPA team. We would be delighted to hear from you – [email us](#).

We are here to support you and can provide downloadable materials like editable posters and templates.

If you are under 18, a parent or guardian will need to get in touch on your behalf.

Please stay safe and always follow the current COVID-19 Government guidelines. [Click here](#)

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# NAPA's Fundraising Tips



## Know about NAPA:

When you fundraise for NAPA, it helps to know a little about the work we do, as you may be asked questions from people interested in supporting you. You should know that NAPA support the care sector to prioritise the well-being of people with care and support needs, through the provision of activities, arts and engagement. We currently support approximately 3,000 care homes in the UK. The money that you raise will help fund The NAPA Helpline – A FREE support service for care and activity teams and family carers, offering information, advice, and resources to support engagement. For more information visit [www.napa-activities.co.uk](http://www.napa-activities.co.uk)

## Decide what you would like to do:

To make your fundraising count, the first thing you need is a great idea! If you don't already have one, think about what you enjoy doing, how much time you can dedicate to organising your event, how much money you want to raise, and what will interest your audience. This will make your fundraising more fun and enjoyable

## Choose a date:

When planning your event ask yourself when does your idea work best? An evening or weekend, at the end of the month after pay day? Make sure you check diaries before you put on your event to ensure your date and time doesn't clash with anything

## Choose a venue:

Where is the best place to hold your event? If you need to book a venue, what size does it need to be? Can people get there by public transport or do you need to arrange parking? Use your contacts and networks to find the best possible venue

## Decide on your audience:

Who is your event audience? Try to involve everyone you know – your friends, your family your work colleagues. You can then estimate the number of people who will get involved and how much money you can expect to raise.

## Set a target:

A fundraising target can seem a little scary but with a positive attitude, bit of planning and by organising, the money will start coming in! A target can help motivate you and encourage your friends and family to donate – Events with a target raise 46% more, be brave and tell the world what you are aiming for – BUT whatever you raise will make a difference!



## Take the time you need:

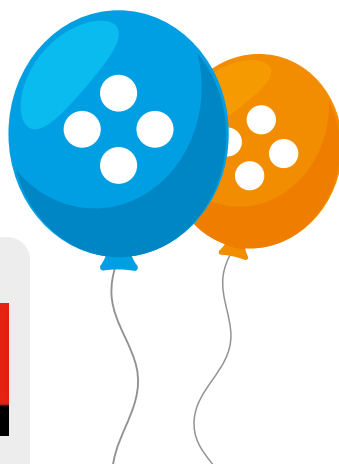
Give yourself plenty of time! Fundraising can take longer than we expect. Choose your date, time and location. Set a budget and think about how you will incorporate the 'fundraising' element; are you selling tickets? asking for donations? Will you be creating your own posters and flyers? – [email us](#), and we can send you the NAPA fundraising logo and some templates for posters etc

## Share, Share, Share

Create a buzz about what you are planning. If your fundraiser is open to the public then make sure the wider community knows it is happening and when. Tell your friends and family and ask them to tell their friends and family.

## Social media:

Your social media pages such as Facebook, Twitter, Instagram, LinkedIn – are ideal for publicising your event and sharing updates and photos with friends. Set up a Facebook event and invite all your contacts. You can also link to the NAPA pages too. Follow us on twitter and Instagram and 'like' us on Facebook. And don't forget to let us know what you're doing.



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## More NAPA Fundraising Tips



### Press:

Contact your local newspaper/radio station. Write a press release and send it to the news desk of your local paper or radio, include key information such as detail about your planned fundraising activity and target. Include some fun photos and link to our [website](#). If you are writing a press release – aim for 25-30 words per paragraph and no more than two pages, write in the third person, make sure you include the who, what, where, when and why, include your contact details. Share the details with us and NAPA will share on our social media platforms too.

### NAPA is a Charity:

It is good practice to use our charity number on anything you produce on our behalf: NAPA is a registered charity in England and Wales No. 1070674 and in Scotland No. 038991.



### Say thank you!

Please do not forget to thank everyone who sponsors you. If someone makes a bigger donation and you would like us to thank them separately, then we would be more than happy to do so, please send us their details and we will write to them.

### Online fundraising:

Set up a giving page. Within a few minutes you can create a personal online fundraising page.

Online fundraising makes it easy for family and friends to sponsor each other, just send them a link to your page and all the money they give comes straight to NAPA. All Giving Pages are easy to use and offer a great way to quickly collect donations. Just make sure that you check to say that you are raising funds for NAPA (National Activity Providers Association.) Things to include on your online fundraising page – what you are doing, a target amount, a paragraph about why you are fundraising for NAPA. To personalise your campaign use photos – including a picture of yourself and contact NAPA for logos to brand your page. Fundraisers with photos raise an average of 14% more! A good excuse for a #selfie! and tell your story, people will give you more if they know why you care, add your story to your page. Do not take your page down too soon after the event, 20% of donations come in after an event – so keep in touch with your potential donors, they might feel the need to donate again!

### Gift Aid:

Are you or your sponsors UK taxpayers? NAPA can claim an extra 25p for every £1 you raise. Tick the Gift Aid box! Every gift made to NAPA has the potential to be worth more at no extra cost to your supporters, just by them simply ticking the Gift Aid box if they are eligible. This can be done on your JustGiving page. Please know that Gift Aid provides a significant source of income to allow us to help hundreds more people. As well as this, you can also include any Gift Aid claimed on your donations towards your fundraising total. If you have a charity place in one of our events e.g. the London Marathon, and the charity is paying towards the cost of your place in the event, you need to let your supporters know that you have received a benefit from NAPA. As you have received this benefit, we cannot claim Gift Aid on sponsorship from certain people connected to you such as any close relatives i.e. mother, father, grandparents etc. You should let your supporters know the details below; either verbally or by

copying this information on to your JustGiving page: NAPA is contributing to the cost of my event. These costs will not exceed 50% of the minimum sponsorship pledge that has been made which is £XXX. As I am receiving a benefit, any sponsorship payments made by connected persons (i.e. family members) will not qualify for Gift Aid and therefore the gift aid box should not be ticked." If you need more information on who qualifies as a 'connected person' or on these Gift Aid rules in general please get in touch with our fundraising team who will be happy to help and send you more information.

### Make your donation:



#### Text to Donate

Text / SMS donations  
To donate £1, text NAPA to 70201  
To donate £3, text NAPA to 70331  
To donate £5, text NAPA to 70970  
To donate £10, text NAPA to 70191



\* Fundraising payments and donations will be processed and administered by the National Fundraising Scheme (Charity No. 1149605), operating as DONATE. Fees will be charged at your standard network rate. For Terms & Conditions, see [www.napafundraising.org](#)

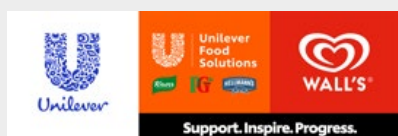
If you have used a giving page or Text to Donate then you don't need to do anything. If you are sending a cheque to NAPA – Please make it payable to NAPA and send to St Marys Court, The Broadway, Amersham, Bucks, HP7 0UT. Make sure you include your name and address, so we know it is from you. For bank transfers please email us [here](#).



### You are amazing!

Thank you for all your support. You should be proud of your achievement. Let us know how your event goes and send us some pictures! We would love to share your story in our magazine and celebrate your achievements, so don't be shy!

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# NAPA would love to be your Charity of the Year

NAPA would love to be considered as your Charity of the Year.

As a charity we need to secure funds each year to keep providing affordable services for the sector NAPA as your Charity of the Year.

Consider choosing NAPA as your designated Charity partner will provide you with a unique opportunity to unite your team behind an inspiring cause and demonstrate your organisation's commitment to making a difference!

Your help will enable us to provide the following FREE services to care and activity professionals and family carers; Confidential Helpline Service providing information and advice on issues relating to activity and engagement, Resources to support people living at home, visiting a day service, spending time in hospital, living in extra care of sheltered housing and living in a care home or hospice, Webinars and podcasts to gather new ideas and consider new approaches to activity and engagement.



## Here are just a few reasons why supporting NAPA is a good idea:

- + We have a national presence – we work across the sector to ensure that activity and engagement is a priority for care providers. With 3,000 members we can make a real difference to the experience of those who use care services nationally
- + We have a dedicated and experienced team of activity and care professionals leading our work and ensuring we are in constant contact with those providing care

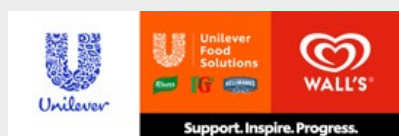
- + We work for an inspiring cause – NAPA is unique, we are the only national charity supporting the sector to prioritise wellbeing by promoting activity, arts and engagement as the essential elements in living a creative and connected life.

Supporting NAPA will be fun and can support team building! For inspiration make use of this guide.

Please get in touch to discuss how we can support you to support us! Complete **this form** to express your interest in making NAPA your Charity of the Year.



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# Help NAPA through Payroll Giving

Payroll Giving is a quick and simple way to help NAPA support the care sector to prioritise wellbeing by promoting activity, arts and engagement.

## What is Payroll Giving:

Payroll giving is an easy and tax free way to give a regular gift to NAPA.

It allows you to donate straight from your salary before tax is deducted. This means if you choose to donate £10 a month it will only cost you £8 if you are a basic rate tax payer. The taxman pays the rest. You choose the amount you want to donate and can change or cancel your donation at anytime.



## How will my donation help?

Your regular donation will help NAPA to provide **FREE** support to activity and care professionals and family carers via our confidential helpline service, free resources and webinars.

- + £10 a month could help us provide a half hour phone call on the NAPA Helpline
- + £50 a month could help us to develop a new resource on a topic relevant to activity and engagement
- + £100 a month could help us to host a webinar or podcast on a topic relevant to activity and engagement

## For employers:

Payroll Giving is a great way to support your staff's charitable giving and boost staff morale, while helping us to make a real difference.

## For employees:

It only takes a few minutes to set up a donation through payroll. Simply click on the link below to complete an online form with our partner fundraising organisation. The Payroll Giving Team. They will do the rest.

### **Sign up here**

If your employer runs a match giving scheme, you can make your donations go further at no cost to you.

*"I give a regular donation to NAPA through payroll giving because I believe that every resident in every care should have daily access to the arts and that NAPA are working to make that happen"*

Shannon, NAPA supporter

## We are here to help:

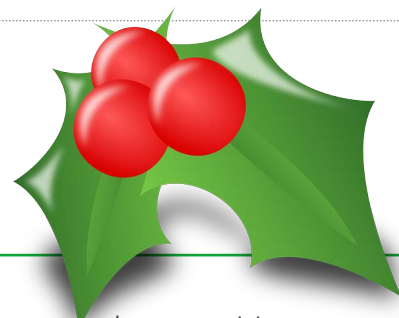
The team at NAPA would be delighted to chat about how your organisation can support us through Payroll Giving. We are also happy to provide information and newsletters about our work.

For more information email [communications@napa-activities.co.uk](mailto:communications@napa-activities.co.uk)





# The legal part:



No matter what type of fundraising event you are planning, there are likely to be rules and regulations to follow.

It is your responsibility to ensure that any activity you organise in aid of NAPA complies with the law. Here are some of the most crucial points to keep you safe and legal but if you want to check anything then please get in touch and we will help you:

It is important to make sure that your fundraising event is safe and legal as well as fun! Here are a few things to keep in mind.

## **Your responsibilities:**

In law, you will be a trustee of funds raised and you must ensure that all donations and sponsorship money from your event is paid to NAPA. You must inform potential donors if any of the funds you raise will not be paid to the charity.



## **General Data Protection Regulation (GDPR):**

At NAPA we take data protection very seriously. Please be cautious with any paper or electronic records you may keep about anyone and do not share anyone's personal information without gaining their permission first. If you have any concerns or questions regarding this, please get in touch.

## **Food and Alcohol:**

If you are providing food, follow the simple guidelines for handling and cooking food set out by the Food Standards Agency. Visit [food.gov.uk](http://food.gov.uk) for more details. If you have asked a caterer to come to the event, ask them to provide you with a copy of their food hygiene certificate and public liability insurance

## **Lotteries and Raffles:**

The legislation regarding lotteries and raffles can be confusing. Check the latest information and advice at [gamblingcommission.gov.uk](http://gamblingcommission.gov.uk)

## **Health and Safety:**

Do you need First Aid cover? Take advice from a voluntary first aid organisation such as St. John Ambulance: St. John Ambulance 27 St. John's Lane London EC1 4BU Tel: 0870 010 4950 or the British Red Cross: British Red Cross UK Office 44 Moorfields London EC2Y 9AL Tel: 0870 170 7000. Carry out a risk assessment to identify any risks at your event: a hazard is anything that causes harm and the risk is the chance, high or low, that someone could be harmed by the hazards, together with an indication of how serious the harm could be.

## **Insurance:**

Do you need Insurance? NAPA holds Public Liability Insurance which covers supporters taking part in most standard charity activities. If you are not sure whether your event would be covered, please get in touch.

## **Accident, Loss or Damage:**

NAPA cannot be held responsible for any accident, injury or loss incurred as a result of your fundraising activity

## **Collections:**

Visit [institute-of-fundraising.org.uk](http://institute-of-fundraising.org.uk) for the most up-to-date information on collections. When organising a collection please make sure that you have written permission from the host organisation and those taking part. Collections can only be done by people aged 16 or over Collection boxes and buckets must be clearly labelled with the NAPA logo. Please do not go door-to-door asking for sponsorship. Anyone fundraising for NAPA who is under the age of 18 must be accompanied by a parent or guardian.

## **The Fundraising Regulator:**

We are proud to be registered with the Fundraising Regulator who set and maintain the standards for charitable fundraising. The Fundraising Regulator aims to ensure that fundraising is respectful, open, honest and accountable to the public.



If you're unsure about anything at all, then please just ask.

**We're here to help you!**

# Fundraising ideas

## Fun things to do!



### Afternoon Tea

We all love a cup of tea, so why not host a NAPA Tea Party, asking people for donations of scones, cakes and tea. It is a perfect event to run in a care home or a community centre – all you need is a kettle, some tables and chairs, tea, cake and some people

### Bake Sale

You can't go wrong! Very much a classic. A Bake Sale is a popular fundraiser.

### BBQ

Not one for December but if you have a garden and an engaged community, why not open the garden to the public and invite them to have a great day out at a NAPA BBQ! Donate profits from the sales of burgers and hot dogs to NAPA

### Cinema screening

Why not hold a NAPA Movie Night, free entry, serve popcorn and sweets and let people kick back and relax? People may enjoy older films that bring back memories. Invite friends and family and ask people to pop a donation in a bucket as they leave

### Christmas Carol Concert

What could be a better way to spread the festive cheer than singing at a NAPA Christmas Carol Concert? Invite families and communities to a central location, hand out hymn sheets and serve hot beverages and mince pies and ask people to pop a donation in a bucket as they leave

### Summer Fete

People love the sense of community that comes with a traditional fete. Invite local businesses and offer them stalls in return for donations for the NAPA Fete. Ask volunteers to host small side shows and activities, attracting donations

### Garden Party

We all know how much the care sector loves a garden! Hoist up some bunting and pass out some cold drinks on a warm summer evening. Invite friends and family and the local community to see your garden in all its glory



### Giving Tuesday

#GivingTuesday is a national campaign which aims to encourage people to give to charities or support causes they care about on a Tuesday!

@GivingTuesdayUK #givingtuesday  
Give to NAPA!

### Knitting marathon

Put restless hands to good use. Make the longest scarf ever! Then auction it!

### Mile of coins competition

How many coins will it take? Person with the closest guess gets a prize. Invite the community, colleagues, friends and relatives to get involved

### Raffle

Ask local businesses, friends and family to donate items

### Open Garden

Ask visitors to donate an entry fee and pay for refreshments or hold a raffle as well



### Easy Fundraising

Raise donations for NAPA whenever you shop online. Share [this link](#) with relatives, family, friends and colleagues.

It's 100% free to use. You can raise money for your favourite cause every time you shop online. Donations are available through over 3,700 online brands and retailers. Download our helpful Donation Reminder and mobile app so that you never forget to collect a free donation



### AmazonSmile

Is a simple and automatic way for you to support NAPA every time you shop, at no cost to you. When you shop at [smile.amazon.co.uk](#), you'll find the exact same low prices, vast selection and convenient shopping experience as [amazon.co.uk](#), with the added bonus that Amazon will donate a portion of the purchase price to NAPA – [Find out more](#)

# Check out our A-Z list of fundraising ideas:



**A-** Abseil; Afternoon tea, Art exhibition, Anniversary celebration, Auction of promises, Arm wrestling competition, Auction of prizes or promises

**B-** Bring and buy, Bike ride, Breakfast club, Bric-a-brac sale, Brunch party, Bag packing, Book sale, Beauty night, Bingo, Barbeque party, Ball, Barn dance, Balloon race, Burns night, Bonfire party, Battle of the bands, Bowls tournament, Birthday celebration, Boxing challenge, Big Half, Ben Nevis Trek, Bake Sale, Black Tie events, sell unwanted Books through [webuybooks.co.uk](http://webuybooks.co.uk), Busking

**C-** Cake sale, Cinema night, Coffee morning, Car rally, Champagne breakfast, Car boot sale, Car wash, Carol singing, Collection boxes, Craft fair, Concert, Cycle ride, 'Come dine with me', Christmas card sale, Casino night, Cheese and wine evening, Christmas Cake off, Charity Night, Corporate partnerships, Christmas Quiz, Christmas Jumper Day -If you are Celebrating a birthday or anniversary, then why not ask friends and family to donate instead of buying you a gift?

**D-** Dog walk, Dinner dance, Drag race, Disco, Donations in lieu of gifts, Dog show, Darts competition, Doughnut eating competition, Donate by Direct Debit, Dress down/dress up day, Dance-a-thon, Drinks evening, Donate! Donate! Donate!



**E-** eBay for Charity, Eurovision party, Eighties night, Easter egg hunt, Egg painting competition, Exercise bike challenge – Exercise challenges are a great way to raise money. You can do a sponsored walk, swim, run, skip-a-thon, climb... the list is Endless!

**F-** Fantasy football, Fashion show, Festive fundraising, Film evening, Firework display, Football tournament, Fancy dress party/days, Food hamper raffle, Fun run, Freedom Trail Trek, Fair and Fetes open up loads of fundraising possibilities, start a Fantasy Football team

*giftaid it*

**G-** Gift Aid, Golf-a-thon, Garden party, Guess the baby photo/number of sweets in the jar etc., Go-karting, Greetings card sale, Grass cutting, Gig night, Gift wrapping, Garage sale, Give up alcohol or chocolate for 1 month, Grow a beard or moustache, Great North Run, Sign up to Give As You Live, donate your unwanted car through Give-a-car, hold a Golf Day, start a Guess the... competition and see if you can guess whose baby photo belongs to which member of staff, how many sweets are in the jar or the name of the teddy

**H-** Ask your boss to donate Half a day's Holiday and raffle it, Hideous Hair day; Head shave; Hanging basket sales, Halloween night; Horse riding, Happy hour, Hook a duck, Hoopla, Hen night, Harry Potter party, sweepstake on the Horse Races



**I-** It's a knockout, Ice cream party, Italian evening, Ice skating, Ironman, Indian evening, Ironing challenge, International dinner party, use your Imagination and create your own fundraising ideas!

**J-** Jazz night, Jelly eating, Jumble sale, Jewellery making, Jeans day at work, Junk food challenge (give it up for a week!), Juggle-a-thon, Jump in June, have a prize for the best Joke in the office – with a donation to enter the competition – or bet on which joke will be the favourite

**K-** Kick a bad habit, Karaoke night, Kids colouring competition, Knit-a-thon, Keep fit class, Kilimanjaro trek

**L-** Litter collection, Lunch party, ask colleagues to bring a packed lunch in and buy them from each other- then donate the money to NAPA, Line dancing, Lollipop hunt, Land's End to John O'Groats, Limbo competition, Loud shirt day, Lottery, London Marathon, London to Brighton, London to Paris (Tour de France), London to Amsterdam



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## Check out our A-Z list of fundraising ideas:

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**M**- Matched giving by employer to match any money you raise, Murder Mystery, Masked ball, Musical recital, Morris Men display, May Day celebration, Makeover day, Monster Ski challenge, Medieval banquet, Mountain climb, run a Marathon, Talk to your local Media to drum up some extra support, Movie Night

**N**- Name the teddy bear, New Year's resolution, Non-uniform day, No TV for a week, Nineties party, have a Night In and donate the money you would have spent going out, hold a Night Walk to raise some money

**O**- Odd job day, Open garden, One day fast, Orienteering race, Open mic night, Online fundraising, Outward Bound, Overseas challenge events, Opera night, promote your fundraising Online, hold an Open Day at your work and collect donations

**P**- Picnic (teddy bear), Pet competition, Pantomime, Pub games, Pool party, Paintballing, Pub crawl, Pogo stick hop-a-thon, Pool tournament, Pyjama party, Parachute jump, Pyjama day at the office, Photograph competition

**Q**- Quiz night, Quilt auction, QI night, Quickstep – learn a new skill, Quad bike racing, Quit something for a day – week or month and get sponsored, hold a Quiz night



**R**- Reflexology party, Raffle, Rock 'n' roll night, Running, Race night, Read-a-thon, Rowing event, Regatta, Record breaking, Recipe swap, Reindeer Rally Run, Rowing machine challenge, Ride London, Raffle, try to be a world Record Breaker, get in touch with the Recycling Factory and raise money through your Rubbish

**S**- Skiing and snowboarding challenge, Street party, Summer ball, Sailing, Skydive, Silent auction, Strawberry tea, Salsa night, Swear box, Sports day, Sponsored silence/swim, Sweepstake, Supermarket collection, Sunflower competition, Sudoku competition, Space hopper race, Sprout eating competition, School fete, Santa Run, Student fundraising, Sahara Trek, Sponsored Silence, Skydive, Sports challenge, hold a company Sports day



**T**- Tribute band night, Talent competition, Teddy bear's picnic, Three peaks challenge, Treasure hunt, Tug of war, Triathlon, Tombola, Throw a wet sponge at your boss, Trivial Pursuit night, Toy stall, Three legged race, Team building, Tuck shop at school/work, Tea Party, Treasure Hunt, have a Themed event or day,

**U**- Ultimate Frisbee competition, Ukulele concert, USA party, Unwanted gift swap, University challenge, Unicycle race, Ultramarathon, University raising and giving (RAG), Ultra Challenge Series, Try something Unusual and raise some money in the process

**V**- Valentine's day ball, Vegetable sale, Village fete, Video night, Variety show, Violin recital, Vietnam to Cambodia Cycle Challenge

**W**- Welly throwing; Wimbledon party, Wall of shame (vote for the most embarrassing photo!), White Water rafting; Wear a Wig to Work day, Take part in a sponsored Walk

**X**- Xmas fayre, X-Factor competition, Xmas ball, X-box Game-a-thon, Xanadu party

**Y**- Yachting, Yo-yo challenge, Yoga, You've Been Framed, 'Yes-day'

**Z**- Zodiac party, Zumba-thon, Zoo party, Zany clothes day, Zip slide

# Frequently Asked Questions:

## **Q. Can I use the NAPA logo?**

- A.** As a fundraiser, you can use the NAPA logo to help you promote your fundraiser. Contact: [fundraising@napa-activities.co.uk](mailto:fundraising@napa-activities.co.uk) to find out more

## **Q. How do I get poster templates fliers etc?**

- A.** Examples of these are provided in the fundraising pack

## **Q. How do I send in the money that I raise?**

- A.** If you have used a giving page or Text to Donate then you don't need to do anything. If you are sending a cheque to NAPA – Please make it payable to NAPA and send to St Marys Court, The Broadway, Amersham, Bucks, HP7 0UT. Make sure you include your name and address so we know it is from you. For bank transfers please contact: [fundraising@napa-activities.co.uk](mailto:fundraising@napa-activities.co.uk)

## **Q. How can I claim gift aid on the money that I raise?**

- A.** If your sponsors are UK taxpayers then NAPA can claim an extra 25p for every £1 you raise. Just tick the Gift Aid box!

If you have any questions that are not covered please contact: [fundraising@napa-activities.co.uk](mailto:fundraising@napa-activities.co.uk)



***“Just to say thank you for the Spottea event this morning. [We] really enjoyed sharing tea, cake and chat with mum and you and it's the first time in a very long time I have put a posh frock on which made a lovely change....”***

From a Relative of a Resident at **Wiltshire Heights Care Home** (Bradford-on-Avon)

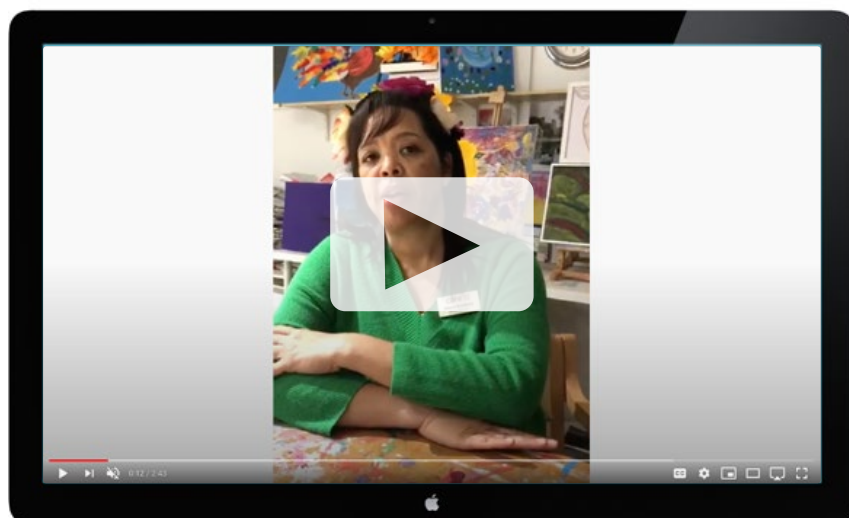
***It was so lovely to watch the concert, knowing my partner , Steve was watching at the same time, even though we can't be together.***

From Ted, a resident at Oak Tree Lodge, Yorkshire



## **"Proud to be NAPA members"**

**Click [here](#)** to hear the thoughts from Shona Bradbury, Home Manager, Appleby House Care Home in Epsom, Surrey





# THANK YOU



***"Porthaven supports NAPA because as a small team they are devoted to supporting everyone living and working within a care setting in a huge way, whether that is through activity ideas, competitions, resources or training for staff. We are always up for a challenge to help support NAPA and the Spottea Together campaign was a perfect fundraiser during a very difficult time for everyone. With visiting not possible due to the coronavirus, what better than grabbing a cuppa and bringing loved ones and friends together on-line, whilst at the same time helping NAPA to raise funds for their much-needed Helpline"***

**+ Suzy Cooper**  
NAPA Trustee & Fundraising Advisor

***"Activity, meaningful occupation and good relationships are vital for our wellbeing. NAPA promotes activities in care homes and communities – needed more than ever during these times of isolation and distancing. I fully support NAPA's work so I made a pot of tea, invited a friend to sit across a large table in my garden, shared a home-made cake and found as many 'spots and dots' as I could. A happy hour in the sun and a small donation to NAPA's valuable work."***

**Sue Heiser**, NAPA Supporter

NAPA is an amazing organisation that reaches out to hundreds of carers and supports their quest to improve well being of the people they support. We at QCS believe that a fundamental part of any caring organisation is to enable and encourage well-being, life, love and laughter in the individuals they are supporting.

***QCS is delighted to be able to support NAPA in their journey and recently the whole company hugely enjoyed Spottea together, bringing colleagues, customers friends and family together with a cuppa.***

We look forward to continuing to support NAPA and work closely with them to help outstanding people deliver outstanding care.

**Philippa Stevens**, Major Accounts & Alliances Manager  
**Quality Compliance Systems Ltd**

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