

# THIRD PARTY FUNDRAISING GUIDE



## ARE YOU WANTING TO GIVE BACK TO YOUR COMMUNITY?

Are you wanting to give back to your community? If you're passionate about supporting Brampton's vulnerable community, consider creating your own fundraiser to support the work of Regeneration.

You could host a concert, party, golf tournament, or throw a neighborhood street party in the summer. Or instead of gifts on your birthday, ask friends and family to make donations to Regeneration Outreach.

We have created a guide with tips and resources to help you get started. Once you've read the guide, fill out the organizer form with the event details. Whether you choose to run an event from your home, workplace, neighbourhood, or virtually, we're here to help. Let us know if you need any support.

Call 905-796-5888 and ask to speak with the Resource Development Officer if you have any if you have any questions about hosting a third party or community fundraiser.



## WHY HOST A THIRD PARTY FUNDRAISER FOR REGENERATION?

### TYPES OF EVENTS:

"A-thons", sales, parties/festivals, tournaments, entertainment, other

### TIPS FOR PLANNING YOUR EVENT

- Brainstorm event
- Assign tasks
- Choose a date, time, and venue, noting any permits or licenses needed
- Develop a budget and set a fundraising goal
- Notify the Development Officer of your event
- Tap into your network and look for sponsors for food, prizes, or auction items
- Promote your event on social media, with posters, and via email
- Take photos! Use them to thank donors, promote on social media, and share with Regen
- Thank your supporters and let them know how much you've raised
- Arrange a time to deliver your funds and celebrate your success



# NOT SURE WHAT TYPE OF EVENT TO HOST?

TAKE A LOOK AT THESE IDEAS:



**Host a Themed Party**



**Sports Tournaments**



**Birthday Parties**



**Karaoke Party**



**Fashion Show**



**Bake Sale**



**Community Potluck**



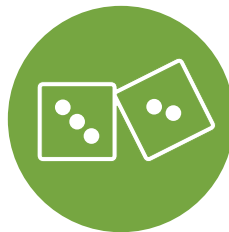
**Skating or Tobogganing Day**



**World Cup Parties**



**A-Thons**  
(walk, bike, bowl, dance,  
study, read, etc.)



**Game Night**



**City Clean-up**



## WAYS REGENERATION CAN HELP:

When you decide to host a third party fundraiser, you assume responsibility for all aspects of the event, including everything from planning to implementation. However, Regeneration is able to help in the following ways:

- Answering any questions and providing guidance throughout the planning process
- Use of Regeneration's name and logo with approval
- Use of Regeneration's marketing and informational materials
- Regeneration representative at event
- Issuing tax receipts according to CRA guidelines
  - Tax receipts will be issued according to Canada Revenue Agency guidelines
  - Once approved, tax receipts will be issued for gifts of \$20 and above
  - Tax receipts will only be issued if full name and address of donor is provided
  - Tax receipts will NOT be issued for sponsorships as the company will have received marketing value in return
  - Please note that we follow strict CRA guidelines when issuing tax receipts. For example, those deemed to receive a benefit for their gift (i.e. purchasing a ticket to a concert) are not eligible

Please fill out the form on our website and submit it to [info@regenbrampton.com](mailto:info@regenbrampton.com)

