

# *You are Transforming Young Lives Through Sport*

Fundraising  
Guide

2024/25

Charity No: SC034085

**SSF** ★

Transforming young lives  
through sport



# Who we are

## Our vision

A world where young people fulfil their potential.

## Our mission

We use sport as a catalyst to enable young people to be healthier, more confident and more resilient, so they are better prepared to combat the effects of poverty, trauma and adversity.

## What we do

We enable young people, living in challenging environments, to become champions for good in society.

## We are

Connecting, listening, and acting.

Educating and enabling others to expand our impact.

Creating spaces for young people to feel safe and welcome.

Harnessing the power of sport.

# TRANSFORMING YOUNG LIVES THROUGH SPORT



# An SSF promise!

- We promise to respect you and your fundraising efforts
- We promise not to share any personal data
- We promise to honour your donation and process everything securely
- We promise not to take you for granted
- We promise to keep in contact with you before, during, and after your fundraiser

## How to sign up

Using this Fundraising Guide, establish what challenge you would like to participate in. You can either create your own fundraising challenge or you can participate in a planned event.

\* See page 07 for a full list of events throughout the year.

Contact [info@ssf.org.uk](mailto:info@ssf.org.uk) or call us on **0141 218 4640** to tell us about your event plans and to chat through how we can support you.

Using the resources in this Fundraising Guide plan and promote your challenge via social media!

# Challenge ideas

## Pub quiz

Have a donation to enter per person and have small prizes for 1st, 2nd, and 3rd.

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## Bake-off!

Challenge people to a bake-off and post images of all of your goodies! The best-looking wins. Set up a JustGiving page and have a donation to take part

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## Personal challenge

Grow a beard, shave your head, allow people to choose your outfit for the day. GO WILD!

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## Sponsored run/walk

Spread some cheer by challenging family and friends around the country to pull on a festive hat and run or walk a 5k or 10k. If you use Strava, you can link your account to your JustGiving page so sponsors can see your achievements. Why not try drawing a unique shape with your running route?

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## Online auction

Ask for donations from local businesses, friends and family, set up an online auction on social media, put a deadline on bids and use JustGiving page for people to pay for their winning items.

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## Get creative!

Use the hobbies you enjoy, from making masks to musical performances, sing, sew, craft, and create!

# Challenge ideas

## Fitness challenge

Set a fitness challenge you've always wanted to do (climb the equivalent of Everest using your staircase etc..)! Create your JustGiving page and get friends and family to sponsor you and that's it! Your adventure awaits you!

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## Copy-cat

Get sponsored to recreate iconic scenes from films or music videos. Put up a list of topics for voters to choose from, whichever gets the most votes by the end of the week gets done. People can donate to suggest a scene to get added to the list for the next week.

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## 24hr Gameathon

Chose your game, get together and play! Either donate to play and/or get sponsored. You can live stream with a link to your JustGiving page for more donations.

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Apr May Jun Jul Aug Sep Oct Nov Dec Jan Feb Mar

# 2024 / 2025 AT A GLANCE

April

**Mon N Mingle**  
**Glasgow Kiltwalk**

May

**Edinburgh Marathon**

June

**Aberdeen Kiltwalk**

July

**SSF Young People 180km walk**

August

**Dundee Kiltwalk**

September

**Comedy Night!**  
**Edinburgh Kiltwalk**

October

**Tenner to Tons in Ten days!**

November

**Tenner to Tons**

December

**Giving Tuesday**  
**SSF Staff Fun Run!**

January 25

February

March

**SSF Awards**

**Come and join us!**

# Callaway Reveals Special Tour Staff Bag For 150th Open

## Charity Partnership

Ahead of the historic 150th Open at St Andrews, Callaway has revealed its unique Staff Bag that was designed by a local student and will be used by 34 players at this monumental championship.

Budding artists from two St Andrews schools – Madras College and St Leonards – were commissioned by Callaway and St Andrews Links to design a St Andrews inspired golf bag, and 17-year-old Iona Turner had her winning design chosen by Callaway executives and a team of Staff Professionals, from a shortlist of 10.

The Tour pro judging panel included Danny Willett, the 2021 Alfred Dunhill Links champion, and Min Woo Lee, who played The Old Course in reverse last year to commemorate the 200th birthday of four-time Open winner, Old Tom Morris.

As an extension of the design challenge, larger than life sculptures of the final 10, celebrating the creative excellence of pupils from each school, have been positioned in various locations around St Andrews running up to The Open.



***"We are delighted to be chosen as the Charity Partners for one of the most prestigious events in history! This partnership perfectly emulates everything that we promote at SSF especially to our vulnerable young people and families across Scotland. Thank you to Callaway and St Andrews Golf Links for being so supportive and including us every step of the way. We are looking forward to the Auction on 19th July!"***

# Fundraising Guidelines

## **Be Clear & Truthful**

Your fundraising must be legal, open, honest and respectful. You always need to make it clear who and what you are fundraising for. Always tell the truth and take care not to exaggerate any facts.

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## **Honouring Your Promises To Supporters**

Money raised is for a specific purpose and must be used for this purpose. Be open and transparent around your fundraising campaign and ensure to fulfil promises made to supporters.

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## **Treat The Public With Respect**

SSF believe fundraising should be a positive experience, an activity which enables the public to engage with and support a cause that matters to them. Therefore always treat the public fairly and with respect.

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## **Don't Pressure Anyone**

Take care not to be unreasonably persistent or place undue pressure on a person to donate, particularly those who may be considered vulnerable.

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## **Handling Donations Safely & Securely**

Think carefully about how you will handle funds. Safe and secure handling of donations is important. The easiest way to do this is through the use of a justGiving page.

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# Sponsor form

*A word document can also be downloaded from our website*

Name:

Challenge:

Full Name	Address	Postcode	Amount	Gift Aid?
			£	
			£	
			£	
			£	
			£	
			£	
			£	

*giftaid it*  
making donations go further

If you have ticked the box headed 'Gift Aid?':  
I confirm that I am a UK Income or Capital Gains taxpayer.

I have read this statement and want the charity Scottish Sport Futures (SC034085) to reclaim tax on the donation detailed above, given on the date shown. I understand that if I pay less Income Tax / or Capital Gains tax in the current tax year than the amount of Gift Aid claimed on all of my donations it is my responsibility to pay any difference. I understand Scottish Sport Futures will reclaim 25p of tax on every £1 that I have given.



# Your donations are Transforming Young Lives Through Sport

**£50**

Could fund hot food at an SSF programme for a week.

**£100**

Could fund venue costs to run an SSF programme for 1 month.

**£200**

Could fund an SSF Wellbeing Workshop for up to 15 young people.

**£250**

Could fund hygiene products for young people to access at a SSF programme.

**£500**

Could fund one SCQF accredited module for 12 young people.

**£750**

Could fund a Celebration Event recognise young peoples achievements.

**£1,000**

Could fund two leadership training courses for SSF Young Leaders to enhance their leadership skills.

**£2,000**

Could fund a winter night out and gift for 50 young people.

**£3,000**

Could fund personal development opportunities and experience for 10 young people needing extra support.

**£5,000**

Could fund a programme of 6 SCQF accredited modules and 5 SSF Wellbeing Workshops for 12 young people.

**£10,000**

Could fund 48 weeks of free physical activity and youth work for 25 young people.

**£15,000**

Could fund two 3 day residential for up to 50 young people, providing new opportunities, connection & new skills.

# How can I donate?

Go to [www.ssf.org.uk](http://www.ssf.org.uk)  
and click the "Donate" button at  
the top of the page.



**WEBSITE**



**JUSTGIVING**

Go to  
[www.JustGiving.com/  
scottishsportsfutures](http://www.JustGiving.com/scottishsportsfutures)  
and click the "Donate" button

You can write a cheque to  
**Scottish Sports Futures**  
and post it to us!



**CHEQUE**



**BANK  
TRANSFER**

If you have online banking you  
can transfer money straight into  
our charities account. Contact  
[accounts@ssf.org.uk](mailto:accounts@ssf.org.uk) for more  
info.

# JustGiving

SSF encourages all fundraisers to use JustGiving which is an online fundraising platform. This allows you to be able to set up a fundraising page to collect online donations for us and it will automatically send us the money.

This page can then be shared via email and on your social media pages such as Facebook and Twitter to raise more money!

## Step 1

Go to  
[www.JustGiving.com](http://www.JustGiving.com)

## Step 2

Click "Start Fundraising"  
Click "A Charity"

## Step 3

Log in or register an account

## Step 4

Search for  
"Scottish Sports Futures"

## Step 5

Set your challenge  
i.e. organised event  
or personal challenge

## Step 6

You will be given a fundraising page address - unless you object do not change this.

## Step 7

Click "No" to the following two questions

## Step 8

Tick "yes" if you are happy to receive info from us!

## Step 9

Click "Create your Page"

## Collections

To collect money in a public/ government owned area (e.g. on the street or door-to-door) you need to get a licence from the local authority.

Before obtaining this licence please email us at [info@ssf.org.uk](mailto:info@ssf.org.uk) and we can have a chat about your plans.

## Data Protection

If you are taking details from anyone involved in your fundraising event be sure to adhere to the Data Protection Act. This Act ensures people's information is protected and will be kept private from others and for no longer than necessary. More details of this can be found at:

[www.gov.uk/data-protection](http://www.gov.uk/data-protection)

## Raffles & Lotteries

If you are hosting a raffle or any other lottery-type event which is private or non-commercial, e.g. in your workplace or during your event, you do not need a licence. If however, you are hosting a Society Lottery where tickets are advertised and sold to the general public prior to the event, you do need a licence. Easy guidance on this can be found at:

[www.gamblingcommission.gov.uk](http://www.gamblingcommission.gov.uk)

# THE LEGAL BIT

## Food Hygiene

If you are serving food at an event - for free or for sale - food hygiene laws must be considered.

## Insurance

When hosting a fundraising event you are the person responsible for making sure no one is at risk. Having the correct insurance for events is important as SSF are not liable for and events hosted external to the charity. Check with venues that they have appropriate insurance to cover your event before booking.



# FAQ'S

1

**Can I use SSF branded materials for any events I hold for fundraising?**

Yes, although please contact us to let us know what event you are planning, we would love to help!

2

**Will SSF help me promote my fundraising on their social media?**

Absolutely! Get in touch with our team and we will help as much as we can.

3

**Do I need to meet a target with my fundraising money?**

Some events there will be targets. For the SSF Ultimate Challenge, your challenge is to raise £100! Although if you do not meet this challenge, it is ok - pick up the phone and we can chat through it.

4

**is there opportunities for me to support SSF after the event?**

Yes! Check out our website, we post all volunteering opportunities on there.

**If you have any further questions please contact us!**

**Email:**  
**[info@ssf.org.uk](mailto:info@ssf.org.uk)**

**Phone:**  
**0141 218 4640**

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 [/scottishsportsfutures](#)

 [www.ssf.org.uk](http://www.ssf.org.uk)

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**How do I send SSF any money I make?**

The easiest way is to create a JustGiving page (see page 12).



Scottish Sports Futures would like to thank you for raising money to help support our mission of transforming young lives through sport.

We appreciate everything our supporters do for us and would love to support you in your fundraising event - whether this is by tweeting to raise awareness or sharing your event on Facebook to get people along. Just drop us an email on [info@ssf.org.uk](mailto:info@ssf.org.uk) or give us a call on 0141 218 4640 and we will assist you however we can!

We care about making a change to young people's lives and giving them as many opportunities as possible to help them reach their positive destinations. Without you, we wouldn't be able to continue with all of the amazing work we do...

So from everyone at SSF and all the people whose lives you have helped change,

**Thank  
you!**

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 [www.ssf.org.uk](http://www.ssf.org.uk)



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