

# Build it together

## St Ann's New Hospice Appeal

We need a new St Ann's Hospice.  
For patients. For families.  
For everybody in our community.  
**Let's build it together.**

"Building the new hospice is not a 'nice-to-have' option: it's an absolute necessity. It's vital that we all rally round NOW and do our bit to help build a new St Ann's. Together."

*Lee Boardman, actor,  
whose sister was cared for at St Ann's.*



**#BuildItTogether**

[www.sah.org.uk/newhospice](http://www.sah.org.uk/newhospice)

[newhospice@sah.org.uk](mailto:newhospice@sah.org.uk)

**0161 498 3631**

Registered with



FUNDRAISING  
REGULATOR



*every day makes a difference*

Registered charity number 258085

# Thank you so much for fundraising in aid of St Ann's new hospice.

For more than 50 years, St Ann's Hospice has been caring for people in Greater Manchester and Cheshire. But we now urgently need a new, purpose-built hospice. One that will provide the specialist space to care for our community today, and in the future. Without it, we run the risk of closing.

We need your support to turn our plans into a reality.

For patients. For families. For everybody in our community. Let's build it together.

This handy guide will give you some ideas and tips to help you on your fundraising journey. If you have any questions or would like any help or support, please contact the Fundraising Team: **0161 4983631 / [newhospice@sah.org.uk](mailto:newhospice@sah.org.uk)**



"The care my dad received was fantastic, but knowing that the new hospice will provide things like more space for each patient, facilities for children, and access to the outdoor space for everyone including the patients would just be fantastic for the future."

Carrie, Supporter

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# How your fundraising can help

Over 50 years ago, the local community helped us to build Manchester's first hospice. Today, we need you to help us create the new St Ann's Hospice.

We need to raise £20million to make the new hospice a reality. Why not aim for a much-needed item from the list below?

**£20**

A pallet of bricks



**£50**

Half a metre squared of cladding



**£400**

A solar panel



**£1,000**

A window



If you're raising money as a club, workplace or school why not aim for one of the following?



**£12,100**

An en suite bathroom



**£18,000**

An electric car charging point



**£22,000**

A family breakout area



**£49,500**

A bedroom



*"The expectation for everyone if they get ill, is that they have the best treatment possible – and St Ann's is part of the best treatment possible."*

Reuben, Patient

For more information about room sponsorship and naming rights please contact [newhospice@sah.org.uk](mailto:newhospice@sah.org.uk) or call 0161498 3631.

# Getting started

## Decide what you want to do

What do you like to do? Do you want to set yourself a challenge? Do you want to organise something as a team? Get in touch if you want to discuss your fundraising idea, or if you need inspiration on how to raise as much money as possible.

## Set a date and location

Think about things like the weather and school holidays that might impact your event. Are there any other similar events taking place near you that you should be aware of?

## Set yourself a fundraising target

Let everyone know how much you'd like to raise and how this will help St Ann's Hospice.

## Set up an online fundraising page

This is a great way to share your fundraising activity with friends and family. It's also easier as the money comes directly to us with no need to collect it in before or after your event! Set up a JustGiving Page by visiting: <https://www.justgiving.com/campaign/stannsnwhospice>

## Do I want to set up a Tribute Fund?

Are you or your family, colleagues or friends planning to fundraise regularly in honour of someone

special? If so, we can help you set up a Tribute Fund. Please contact us, or visit our [Tribute Funds web page](#) for more details.

## How do I tell everyone what I'm doing?

If you're happy to share your story let us know – our Communications Team may be able to help or can provide template press releases for you to use.

You could send an email to your friends and family with your JustGiving page, and keep them updated on any progress you make.

Use social media? Why not put details of your fundraising activity on [Facebook](#), [Twitter](#), [LinkedIn](#) or [Instagram](#)? Don't forget to tag St Ann's in too!

You could also put up posters to advertise your event. Template posters, invitations and tickets are available at the back of this pack.



"When I wake up and I know it's a St Ann's day, I know it's going to be a good day."  
Terry, Being You Centre Patient

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# Ideas on how you can raise money for your new hospice.

## Get sponsored:

Run, walk, swim or cycle a distance of your choice to raise funds.



## Dance as we dig:

Load your favourite songs, gather your friends together and dance the night away.



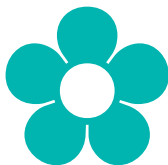
## Build a cake:

Get creative with your own cake off. Choose a winner before selling the slices to raise much-needed funds.



## Flower power:

Open your garden to visitors for a small donation. Serve tea, coffee or Pimms and lemonade for extra funds.



## Celebrate with St Ann's:

Dedicate your birthday, anniversary or other celebration to St Ann's and help us build the hospice.



## Go blue for St Ann's:

Dress up in blue, or eat blue food if you dare...



## Give it up while we build it up:

Cut out your favourite things for a month, a year, or until we open the doors to the new hospice. Get sponsored or donate what you save to the hospice.



## Plant sale:

Grow your own plants and sell them to your friends and neighbours.



## Dress 70s day:

Dig out the flares in honour of the decade that the first hospice opened.



## Gin and PJs party:

Chill out at home with your friends, pour the gin and dress in your PJs – add in a few challenges and games to raise money too.



## Karaoke challenge:

Warm up your vocal chords and pay to sing...or pay more so they don't!



### *Raising money at school*

Have a **sponsored walk** around your playground or local park.

Ask each class to **collect coins** for a pallet of bricks.

Design and build your own **LEGO hospice**.

### *Raising money at your community club*

Hold a **quiz night**.

Crack out the jokes with a **comedy event**.  
Gather everyone together for **afternoon tea**.

### *Raising money at work*

Relax: Hold a **relaxation session** in person or online.

Dress up at home: Attend your next zoom call **dressed up to the nines**.

**Dress down at work:** Dare you come to work dressed for zoom?  
Smart on the top with shorts and slippers to complete the outfit?

### *Raising money at the golf club*

Hold a **fundraising day**

Take on a **100 hole challenge**

Adopt St Ann's new hospice as your **charity of the year**

### *Raising money with your family and friends*

Gather together for a **family picnic or party**

Get sponsored to do a **family bike ride**

Hold a **family quiz**



# How can I raise more?

## Add a raffle or tombola

You could ask people you know, or local businesses to help you out with prizes and sell tickets to increase your fundraising total.

## What's in a name?

Name the bear...the dog...the duck...the possibilities are endless! Ask people to make a donation and name the item, with all proceeds helping you to increase your total!

## Weigh up your options

Challenging friends, family or attendees at your event to guess how much something weighs is a great way of adding weight to your total too.

## Throw a retail party

We have lots of items you could sell – your friends could bag a bargain, and the money raised will help our patients too.

## Matched giving

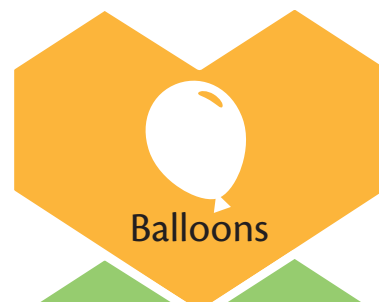
Some companies will match fund the total an employee raises. Why not ask your boss if they can do the same?

## Don't forget the Gift Aid

Please make sure your sponsorship form is filled in correctly, as we will then be able to collect a further 25% from Gift Aid, at no cost to you.

## How can we help you?

Simply get in touch and we're happy to supply you with:





# Have fun but stay safe!

## Charity statement and logo

All publicity materials should state "in aid of St Ann's Hospice, Registered Charity Number 258085." We can also supply our 'in aid of St Ann's Hospice' logo for you to use. In addition if you need a letter of authority we can also organise this for you.

## Raffles

You do not need a licence provided you:

- Sell tickets and draw your raffle on the day at your venue
- Donate at least 20% of ticket sales to the hospice (after expenses)
- Have prizes that are not monetary or worth more than £250

If this is not the case, you will need a lotteries licence from your local council and will need to follow very strict guidelines on printing the tickets. Please contact us for advice.

## Collections

If you plan to collect in the street, you will need a permit from your local council. Their website will provide details of how to apply.

## Contractors

Make sure that any suppliers and venues have the right experience and can show you a certificate to confirm they comply with any insurance and health and safety standards.

## First aid cover

Consider if you will need first aid cover. Manchester Medical Services, St John's Ambulance and British Red Cross provide these services. Also think about whether you need to notify the Police or Fire Service in advance of your event.

## Handling money

Always make sure two people are present when counting cash and moving money. If it's dark ask the venue to store the money in their safe overnight and ask them to keep it there until a time that's best for you both to collect it.

## Insurance

For information, your event will not be covered by the St Ann's insurance policy, but you may wish to make sure you are covered in case of any incidents.

## Licences

You'll need to get a temporary event licence if you are going to provide alcohol or refreshments in an unlicensed venue. You can get one from your Local Licensing Authority.

## Photo consent

Try to make sure that you get permission from anyone that you take a picture of. You will need permission from parents before taking photos of children, preferably written.

## Risk assessment

Don't forget to do a risk assessment for your activity. Key things you may wish to consider are:

- Handling money safely
- Possible accidents
- Risk of slips and trips
- Manual handling (e.g. lifting heavy items safely)
- Fire exits
- Emergency vehicle access
- An identifiable First Aider with first aid box/access to venue's first aid box

You can find examples of risk assessments online, such as [this site](#).



# How did you get on?

We'd love to know what you're up to and share your good work with our other supporters. If you're posting on social media, use the hashtag **#BuildItTogether** so that we can look out for your posts!

We love to hear from our supporters after their event, and if you can take some photos and send them to us that's even better! Please confirm to us that you have sought permissions from everyone involved in case we're able to feature on social media or other publicity.

## Paying in your monies

There are several ways for you to do this:

- Pay in online [www.sah.org.uk/newhospice/donate](http://www.sah.org.uk/newhospice/donate) Please enter what you did to fundraise in the comment box on the page.
- Send us a cheque made out to: St Ann's Hospice (please do not send cash in the post)
- Drop off at your local St Ann's Hospice (please phone 0161 498 3631 in advance to check members of the Fundraising Team are in):

### Heald Green

St Ann's Road North, Heald Green, Cheadle,  
Cheshire, SK8 3SZ  
Telephone: 0161 437 3631

### Little Hulton

Meadowsweet Lane  
(off Peel Lane),  
Little Hulton,  
Worsley, Manchester  
M28 0FE  
Telephone:  
0161 702 5426



*"They treat you like royalty... I'm getting vascular dementia, but when the staff come in, they remember me, and immediately make me remember them, and it's that sort of closeness that makes this place such a special place."*

Brian, Inpatient Unit Patient



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# other ways to help:

## Take on a challenge:

You can run, walk, cycle climb or combine them all. We have places in many events like the Great Manchester Run, Manchester Marathon and our own hospice events too.

Visit [www.sah.org.uk/events](http://www.sah.org.uk/events) to find out more.

## Make a regular donation:

For the price of a cup of coffee each week, your regular gift will make an ongoing contribution to the new hospice into the future.

[www.sah.org.uk/newhospice](http://www.sah.org.uk/newhospice)

## Leave a gift in your will:

Did you know that around 1/3 of our voluntary income comes directly from gifts in Wills?

When the time is right for you to remember a charity in your Will, please remember St Ann's Hospice. All you need is our charity name and registered number. It can be done in minutes, but will make a truly lasting difference.

[www.sah.org.uk/legacy](http://www.sah.org.uk/legacy)

Charity name –  
St Ann's Hospice

Charity number –  
258085

## Play the lottery:

Play St Ann's Local Lottery and you will be helping care for thousands of patients and their families. Tickets are only £2 for a weekly jackpot of £2,000  
[www.sah.org.uk/lottery](http://www.sah.org.uk/lottery)

## Donate to our shops:

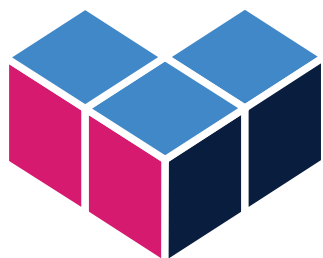
Our shops rely on donations, so if you have any preloved or unwanted items please donate and we'll turn your donations into a new hospice building.

Find your local shop  
[www.sah.org.uk/shops](http://www.sah.org.uk/shops)



# Thank you so much.

our patients and their families really do appreciate your support.



In aid of

# **Build it together**

## St Ann's New Hospice Appeal



*find out  
more here*



## #BuildItTogether



St Ann's Hospice





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St Ann's New Hospice Appeal



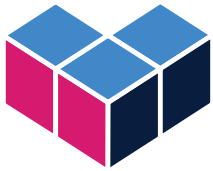
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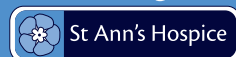


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