

Planning a Fundraising Event



futureSense
FOUNDATION



1

What event?

Choose the right event for you. Everyone will fundraise in different ways, so select an activity that fits you and what you enjoy.

Top Tip: think about what will attract the most people and align with your cause.

2

Who's Involved?

Will you do the event alone or with a group of people? Running the event as a group can expand your reach and divide responsibilities.



3

Set a time and location

Decide on the best time and place for maximum turn out. Choose a date that aligns with peoples interests/moods, e.g. giving spirit around Christmas or the energy of a springtime event.



4

Promote the event

Use social media, posters, word of mouth to spread the word. Start early and post updates to keep supporters engaged.



You can also tag us in your pictures on Instagram @futuresense_foundation

5

Get prepared

Think about what you need to have in preparation for the event and list all the essentials you will need. Make sure you give yourself plenty of time to gather resources.

