



# FUNDRAISING PACK

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[hello@littleforgetmenottrust.com](mailto:hello@littleforgetmenottrust.com)



079 852 498 58



[www.littleforgetmenottrust.com](http://www.littleforgetmenottrust.com)



**Charity Number:**  
108225



[paypal.me/littletrustfund](https://paypal.me/littletrustfund)



**Bank: Danske Bank**  
**Account Number: 0024 7987**  
**Sort Code: 95 06 79**

# About

## Little Forget Me Nots Trust

Founded in 2020 by Louise Taylor, during a time she was struggling to find the right support after her own loss. Louise turned to alternative ways to keep her mind focused and away from the heavy thoughts that come after a child loss. She found herself talking more while she discovered new hobbies and interests.

By following these new interests she has developed a following who understand how using our hands helps our minds and hearts process grief. Louise is using this strength as the foundation for the Little Forget Me Nots Trust and is beginning to build a new path for alternative support in Northern Ireland... and beyond one day.

We want to connect you with alternative ways that may help you figure out techniques to overcome obstacles whenever you feel ready to face the world again and begin to live with grief.

We work closely with funeral directors who are unfortunately seeing a far too many pregnancy & infant losses which is making our purpose much more relevant to our community.

Our aims are to provide immediate support to a family who have just lost a child, which will then turn into transitional support and then we will follow this up with different ways to remember our loved ones.

Over the last 2 years we have been working hard to pilot projects, generate an income to fund running costs and now we are thankfully in the position to begin supporting you.

Please sign up to our newsletter to keep up to date with events, open calls and ways you can help support the Little Forget Me Nots Trust.



# Fundraising for Little Forget Me Nots Trust

GIVE, SUPPORT,  
DONATE



Thank you for your interest in fundraising for Little Forget Me Nots Trust.

Your support is vital to our work to support families who have the unfortunate experience of losing a child under 12.

We want to make fundraising fun, easy and personal to you, so use this information pack to support your fundraising efforts.

You might want some ideas, to use the resources provided or to learn a bit more about how to get involved.

If there is anything else you need or if you just wanted to have a chat about an idea, please get in touch with us on 07985249858

Good luck and happy fundraising!

*Catherine*

COMMUNITY CONNECTIONS OFFICER



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SHARE AND GIVE

# Where your money goes...

£2 covers tea and a bun for our users at a session

£15 funds room hire for a 1 hour workshop

£100 funds for one 1 hour Art Therapy Session for a family

£500 funds for 1 month's rent for the charity



# Where do I start?

## **Think of an idea**

Decide what you would like to do. Is it an event, a challenge, a collection? Do you want to do it alone or in a group? Choose something you're interested in and get as many people involved as possible.

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## **Speak to us**

Get in touch to let us know about what you're planning and how we can help. We can provide resources such as banners, leaflets and stickers. We can also promote your fundraiser in our monthly newsletter and social media. Depending on availability we may also be able to offer a representative to support at the event.

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## **Plan, plan, plan**

This phase will vary depending on what activity you're doing. It may be organising venues and volunteers, tracking down raffle prizes, training for your challenge event, or a mixture of the above. This is also the time you will want to set up your fundraising page if you are collecting online.

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## **Spread the word**

This can be done before, during and after your fundraising activities. Whether online or offline (but ideally both), tell everyone in your social networks about what you are doing, why you are doing it and how they can support you make your activities a success.

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## **Enjoy yourself**

When it comes to the actual event or activity, make sure you enjoy yourself and get something really positive out of the experience. Happy fundraisers make good fundraisers. Take lots of photos to share with your networks and ours to encourage others to follow in your footsteps.

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## **Tell us all about it and send in the money**

We love knowing how you got on and seeing your fantastic photos so please get in touch with us after your hard work to share your experiences. For details of how to send in money or set up an online fundraising page, please get in contact.



# Dos and Don'ts

Charity fundraising is regulated by various laws.

As a fundraiser, you are working **'in aid'**  
of the Little Forget Me Nots Trust,  
rather than 'on behalf of' or 'representing'.

On any posters or other publications please write **'in aid'** of  
the **'Little Forget Me Nots Trust, Charity No: NI108225'**.

## Do:

- Obtain all necessary licenses and consents.
- Comply with relevant Institute of Fundraising codes of practice – visit [www.how2fundraise.org](http://www.how2fundraise.org).
- Apply a common sense approach to health and safety matters and carry out risk assessments to identify and mitigate any risks.
- Follow food hygiene procedures and comply with food safety laws if applicable.
- Arrange public liability insurance where necessary.

## Don't:

- Collect in public spaces without obtaining the necessary permits, or on private property without permission from the owner.
- Organise a raffle, lottery or tombola without understanding and complying with the rules of conduct visit [www.gamblingcommission.gov.uk](http://www.gamblingcommission.gov.uk).
- Sell alcohol without a licence.



# Fundraising Ideas

## Friends and Community

- Quiz nights
- Car boot sales
- Dinner parties
- Talent nights
- Gigs
- Collection box distribution

## School and Workplace

- Bake off
- Dress down (or up) day
- Auction of promises
- Craft Sale
- Team tournaments
- Job Swap

## Sponsored Challenges

- Run a marathon
- Cycle challenges
- Live below the breadline
- Sponsored silence
- Shave or wax



# Our Promise to you.



## WE WILL COMMIT TO HIGH STANDARDS

- We will adhere to the Fundraising Code of Practice.
- We will monitor fundraisers, volunteers and third parties working with us to raise funds, to ensure that they comply with the Code of Fundraising Practice and with this Promise.
- We will comply with the law as it applies to charities and fundraising.
- We will display the Fundraising Regulator badge on our fundraising material to show we are committed to good practice.

## WE WILL BE CLEAR, HONEST & OPEN

- We will tell the truth and we will not exaggerate.
- We will do what we say we are going to do with donations we receive.
- We will be clear about who we are and what we do.
- We will give a clear explanation of how you can make a gift and change a regular donation.
- Where we ask a third party to fundraise on our behalf, we will make this relationship and the financial arrangement transparent.
- We will be able to explain our fundraising costs and show how they are in the best interests of our cause if challenged.
- We will ensure our complaints process is clear and easily accessible.
- We will provide clear and evidence based reasons for our decisions on complaints.



# Our Promise to you.



## WE WILL BE RESPECTFUL

- We will respect your rights and privacy.
- We will not put undue pressure on you to make a gift. If you do not want to give or wish to cease giving, we will respect your decision.
- We will have a procedure for dealing with people in vulnerable circumstances and it will be available on request.
- Where the law requires, we will get your consent before we contact you to fundraise.
- If you tell us that you don't want us to contact you in a particular way we will not do so. We will work with the Telephone, Mail and Fundraising Preference Services to ensure that those who choose not to receive specific types of communication don't have to.

## WE WILL BE FAIR & REASONABLE

- We will treat donors and the public fairly, showing sensitivity and adapting our approach depending on your needs.
- We will take care not to use any images or words that intentionally cause distress or anxiety.
- We will take care not to cause nuisance or disruption to the public.

# Our Promise to you.

## WE WILL BE ACCOUNTABLE & RESPONSIBLE

- We will manage our resources responsibly and consider the impact of our fundraising on our donors, supporters and the wider public.
- If you are unhappy with anything we've done whilst fundraising, you can contact us to make a complaint. We will listen to feedback and respond appropriately to compliments and criticism we receive.
- We will have a complaints procedure, a copy of which will be available on our website or available on request.
- Our complaints procedure will let you know how to contact the Fundraising Regulator in the event that you feel our response is unsatisfactory.
- We will monitor and record the number of complaints we receive each year and share this data with the Fundraising Regulator on request.



Little Forget Me Nots  
TRUST

# Thank You

We are excited to be in a position to be working to help change Northern Ireland's lack of alternative practical support for bereaved parents.

We want to provide immediate support, transitional support and provide ways we can remember our loved ones.

We cannot do this without your support.

## Contact Us



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