

Starting an ACTSA Local Group

It's fantastic that you are interested in starting an ACTSA Local Group! Within your community there are many ways to raise funds and awareness for ACTSA. All it takes are one or two dedicated individuals to get together and start thinking what would make them give their money in support of the people of Southern Africa! Here is some information to help you get the group underway.

REASONS FOR BEING A PART OF A LOCAL GROUP:

- Being part of a group is one of the most productive ways that you can support ACTSA. It's an incredibly positive way to support a brilliant cause. Voluntarily organising fundraising events is the most effective way to get more involved in a cause that you believe in, rather than simply donating to ACTSA each month.
- The opportunity provides you with invaluable voluntary experience that could help you secure your perfect career or let's you utilise skills that you have gained in past employment to the best of your ability. Voluntary fundraising and campaigning is a brilliant way to learn new skills such as fundraising, finance and public relations to add to your CV.



- ACTSA's campaigning success is dependent upon the support of its members. Without financial help we would not be able to continue our invaluable work.
- It's good fun! You can raise money in anyway you want (as long as it's legal!), so you can do all those things you were doing before, but you will be doing it for a good cause!

SUPPORT FROM ACTSA:

- You will receive direct support and help from ACTSA's campaigns team.
- ACTSA can provide you with any information you need to get started with your fundraising. We have a specific fundraising pack that gives ideas and helpful hints to Local Groups.
- We have a variety of leaflets, campaign cards, magazines and campaigning reports that can be made available to you, in order to help publicise your event.
- If you are holding a big event and it would be suitable to have an "after dinner" speaker, let the campaigns team know and we will try to arrange for a member of staff to come along to your event and say a few words about ACTSA.



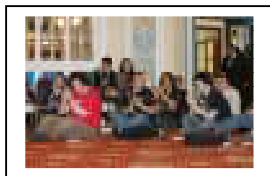
GETTING STARTED:

- Your first step is to get in touch with the campaigns team on 020 3263 2001 or campaigns@actsa.org and let us know that you want to set up a group and once the group is established, register it with your local volunteer's service.
- Your biggest challenge is setting up the first meeting. You can either start informally by talking to friends (and friends of friends!) or place an advert or poster in a local community group that could catch the eye of like-minded people who might be interested in getting involved.
- Once you have got a couple of people involved, you will be surprised how quickly the ideas start flowing! As tempting as it might be, try not to take on too much at the beginning – remember, the simple ideas are always the best!
- As your group grows in size and popularity (and it will!) it is a good idea to divide duties between group members. Not only will this enable you to work more efficiently, you can develop skills that will be beneficial to your future employment. Start by electing a Chairperson and a Treasurer. Some of the other roles will vary depending on the type of event you are organising. Remember, you can always organise a rotating system so everyone has a chance to try each roles for different events.
- Make it fun! You don't have to make the meetings very serious – in fact when you are out and about relaxing, you may come up with more inspirational fundraising ideas!

SOME IDEAS TO START YOU OFF:

- Athletic tournaments
- Art exhibitions and fairs
- Arts and crafts
- Balls
- Barbeques
- Battle of the Bands
- Blind date night
- Bingo nights
- Calendars
- Christmas fairs
- Club nights
- Cycle rides
- Dances
- Department coffee mornings
- Discos
- Fancy dress
- Fashion shows
- Halloween parties
- International evenings
- Karaoke evenings
- Marathons
- Pool competitions
- Quizzes
- Rag Raids
- Recitals
- Refreshment stalls
- Sales
- Sponsored events
- Theatre productions
- Tuck shops
- Theme nights
- Treasure hunts
- Valentine's party
- Wine tasting parties

GOOD LUCK AND THANK YOU!



For more information please contact the office:

ACTSA, 231 Vauxhall Bridge Road, London, SW1V 1EH

Tel: 020 3263 2001

Fax: 020 7931 9398

Email: campaigns@actsa.org