



A GUIDE TO
FUNDRAISING FOR YOUR...
**Outward Bound
Experience!**

Outward
Bound®



Funding your...
**Outward Bound
Experience!**

Follow this simple 3-step guide
and keep in touch with us
about how you are getting on
– we can help get you there!

email: funding@outwardbound.co.nz

phone: 0800 OUTWARD

www.outwardbound.co.nz

Step 1

Your contribution

Work out how much can you pay from the savings you already have, then, set a goal of what you plan to save or fundraise.

FUNDRAISING IDEAS

Ask your family and friends to donate.

Ask for a donation instead of birthday or Christmas gifts.

Ask your employer to sponsor you (our courses are tax deductible as a training expense).

Contact your local newspaper to profile your goal and ask for support.

Sell unwanted items or hand-made crafts on Trade Me.

Mow the lawns or wash the cars of all your neighbours in your street – it's a great way to get to know them too!

HOST A FUNDRAISING EVENT

Trivia night – invite 20 people for \$10 each.

Movie night – invite 20 people for double the ticket price and sweeten the deal with some lollies or home-made popcorn.

Sponsored fun run/walk – ask for \$2 for each km and boost your fitness!

Sausage sizzle – ask your local butcher for a deal on sausages.

Mufti or themed dress-up day at school or work – ask for a gold coin donation.

Step 2

Ask your community

Did you know there are over 500 community and service groups in New Zealand - many of whom have supported thousands of Outward Bound participants over the last 50 years?

SERVICE CLUBS

Rotary, Lions and the RSA are three of our biggest supporters, but many communities have other service groups who can also help.

Find your local service clubs at:

www.rotary.org.nz

www.lionsclubs.org.nz

www.rsa.org.nz

Send the service club proof of your enrolment (copy of your enrolment letter) and a fundraising letter asking for their support.

Call the service club a week later to check they got your letter and find out when you will hear back from them (most service clubs meet monthly).

CHECK OUT OUR WEBSITE FOR:

Examples on 'how to write a fundraising letter'.

www.outwardbound.co.nz

LOCAL BUSINESSES

Many participants have approached locally-owned businesses and experienced fantastic success. Visit the business yourself and ask to speak with the manager.

Take proof of enrolment and a fundraising letter with you to support what you say – if the manager is unavailable you can leave this information for them to read (remember to call them a week later to check they got your letter).

Offering to work for a donation is a good way of gaining their support – wash windows, clean their fridge, or deliver flyers.

COMMUNITY GROUPS

If you belong to a community group like a sports club, church or choir, ask if they have any fundraising ideas such as holding an event for you. Community groups are experts in fundraising!

Important Notes: *Your funding application will be processed after your medical form has been received and approved by Outward Bound's nurse. Funding does not include travel, gear, medical or insurance costs. You may be asked to complete a 'Financial Assistance Form' – this tells us about your financial situation.*

Step 3

Fundraising support

Outward Bound, through its network of supporters, may be able to help you with any short-fall in your fundraising.

APPLICATION PROCESS

You must have completed Steps 1 and 2 and shown us that you have put in your best effort (whether you have been successful or not).

Send to us these 5 things no later than 8 weeks before your course starts (the same time your medical form and course fee are due):

1. **Completed 'Fundraising Support Application Form'** – this tells us about your fundraising efforts (ask us to send you this form).
2. **A fundraising letter** – (Check out our website for ideas)
3. **Your contribution towards your course fees** if not already paid.
4. Pick up two different **Gaming Trust Application Forms** from your local gaming site (usually a local pub) but do not fill them out – we will.
5. **Keep Copies of all fundraising letters, applications and emails you have sent** – include any replies you have received.

Before you start fundraising

ENROL ON A COURSE

Although you can start fundraising anytime, showing people and organisations that you are committed to going to Outward Bound means they are more likely to support you. You can use your enrolment letter as proof of your enrolment.

KEEP A RECORD OF ALL YOUR FUNDRAISING EFFORTS

Save copies of all your fundraising letters, applications and emails, and make a note of all your fundraising activities. This makes it easier for you to follow up, and we may ask you for this information later.

LOOK AFTER THE CENTS AND THE DOLLARS LOOK AFTER THEMSELVES

Look for a little support from a lot of sources, rather than one big source because most people cannot afford large donations. Small donations will add up, and will give more people a chance to support your goal.

FOR MORE INFO VISIT www.outwardbound.co.nz

Payment methods

You can pay your course fee by credit card, cheque or direct credit.

We can also invoice an organisation that is sponsoring you if you provide written confirmation from them.

You can pay your course fee in weekly, fortnightly or monthly installments, as long as the full amount is paid 8 weeks before your course starts. It's like saving for your course fee without the risk of spending it on something else!

Work and Income clients may be eligible for funding - contact your Work and Income to find out if this applies to you. You cannot pay your course fee with a Student Loan.

Say thanks

After your course, remember to thank everyone who supported you by writing thank you letters, making a personal visit or giving a presentation. They will appreciate knowing the difference their support made and it will encourage them to help others.

FUNDRAISE

\$1,000 IN 7 DAYS – IT'S WORTH A TRY!

- DAY 1:** Ask 3 family members to sponsor you for \$70 each.
- DAY 2:** Ask 10 friends or neighbours to contribute \$20 each.
- DAY 3:** Sell \$50 worth of unwanted items on Trade Me.
- DAY 4:** Ask 5 co-workers to contribute \$20 each or set up a contribution box where people can freely donate.
- DAY 5:** Ask 5 people from your sporting, hobby group or church to contribute \$10 each.
- DAY 6:** Ask your employer for a donation of \$350 or better yet, ask if they will match what you fundraise.
- DAY 7:** Ask 2 businesses that you visit often to contribute \$20 (try your hairdresser, dry cleaner, local dairy or café where you eat lunch).

Outward Bound®

www.outwardbound.co.nz

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