

PROPOSAL TO ENGAGE IN FUNDRAISING ACTIVITIES

**A. Contact Details**

**Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_  
**Address:** \_\_\_\_\_ **Mobile:** \_\_\_\_\_  
**Email:** \_\_\_\_\_

**B. Details of Proposed Fundraising Activity**

Confectionary Sales:

**When or over what period will this fundraiser be held?**

**State:** (Please indicate which State/s this fundraiser will be carried out in)

ALL  ACT  NSW  NT  QLD  SA  TAS  VIC  WA

**C. Purpose/s to which funds will be applied**

Are there any specific purpose/s to which funds raised are to be applied? If so, provide details.

No Specific Purpose	<input type="checkbox"/>	<b>Details:</b> _____
Awareness Programs	<input type="checkbox"/>	_____
Bereavement Support	<input type="checkbox"/>	_____
Care Packages	<input type="checkbox"/>	_____
Children's' Gifts	<input type="checkbox"/>	_____
CHD Research	<input type="checkbox"/>	_____
Family events	<input type="checkbox"/>	_____
Medical Equipment (Families)	<input type="checkbox"/>	_____
Medical Equipment (Other)	<input type="checkbox"/>	_____
Resources (Publications)	<input type="checkbox"/>	_____
Other (Please Specify):	<input type="checkbox"/>	<input style="width: 340px; height: 15px;" type="text"/>

**D. Other parties involved in this fundraiser**

If other organisations, business or individuals have significant involvement in this fundraiser please provide their contact details:

***Business or organisation providing 'point of sale' for the fundraiser.***

**Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_  
**Address:** \_\_\_\_\_ **Mobile:** \_\_\_\_\_  
\_\_\_\_\_  
**Email:** \_\_\_\_\_

***Other (including any additional co-ordinators for this fundraiser)***

**Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_  
**Address:** \_\_\_\_\_ **Mobile:** \_\_\_\_\_  
\_\_\_\_\_  
**Email:** \_\_\_\_\_



## **Form Instructions**

### **Part A: Contact Details**

Full contact details for the person proposing/managing the activity.

### **Part B: Details of Proposed Fundraising Activity**

- a) Type of Fundraiser: Confectionery Sale (e.g. Cadbury)
- b) Description: Provide a comprehensive description of the activity so that the Committee can give full consideration to the proposal, provide advice and allocated resources as necessary.
- c) When or over what period will this fundraiser be held: Can be a one day, a, defined period of time or in some case ongoing /indefinite (e.g. Internet donations)
- d) State: In which States or Territories will the activity will be carried out?

### **Part C: Purpose/s to which funds will be applied**

Funds raised through charitable collections are used to support the programs of Hearts of Hope Australia as decided by the Executive Committee unless a specific purpose is defined for the activity. Doing so can help make the fundraiser successful as members of the public may be more willing to donate when they have a clear idea of where their donations will be spent. Fundraisers can be held to support one or more purposes by defining how much or what percentage of funds will be used for each purpose. If you wish to identify the purposes funds will be used, please check the boxes on the left to indicate these purpose and provide any additional information needed to define the fundraiser.

### **Part D: Other parties involved in this fundraiser**

- a) If other parties are making a significant contribution towards the activity provide their contact details
- b) Have these parties stipulated how funds are to be collected / allocated or placed any other conditions on how this fundraising activity will be carried out? On some occasions, parties assisting with fundraising may specify how money should be collected or spent. It is essential that the Executive Committee is advised of these arrangements so that we can determine if it is appropriate and lawful to meet these conditions and how the organisation will fulfil such obligations.

### **Part E: Resource needed for this fundraiser**

The Executive Committee can assist you with your fundraiser by providing information, drafting correspondence and by allocating funds. Provide details of the resources needed for this activity.

Please Note:

- If there is not enough space on the form to detail your proposal, please provide a separate sheet.
- If you are proposing more than one fundraiser, please use a separate form for each activity.