

Fundraising FAQs



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0845 300 1818

1. What is Gift Aid?

Gift Aid is a simple government initiative, which allows you to increase the value of your donations at no extra cost to you. For every pound given you can get an extra 25 pence from HM Revenue and Customs helping your donations go further.

So what does this mean in real terms? If a Group had 50 members paying £60 per year it would give them a total income of £3,000 per year. Assuming all of the parents/guardians are tax payers then the potential Gift Aid is around £750 per year.

If you have not claimed Gift Aid before you are entitled to claim back the previous **four years** contributions.

For donations between 6 April 2008 and 5 April 2011 the charity will also get a separate government supplement of three pence on every pound you give

2. Registering for Gift Aid

Before applying for Gift Aid, your Group/District/county must be registered with HMRC.

The registration process has changed recently and Groups are now required to complete a form called a CHA1.

Guidance on the completion of this form can be found on the Information and Resources pages at: <http://www.scouts.org.uk/supportresources/1580/gift-aid>

3. We want to run a raffle/tombola/race night. Do we need a licence?

The information to answer this question can be found on the Lotteries and Gaming Factsheet (FS190025).

4. What are the rules for '100/200' clubs?

Please refer to the Lotteries and Gaming Factsheet (FS190025).

5. If we run several raffles, e.g. every quarter, do we need to get a licence every time?

Please refer to the Lotteries and Gaming Factsheet (FS190025).

6. We want to shake some collection tins in the High Street for Group funds. Is this ok?

Probably not! Street and House-to-House collections are strictly controlled. See the Public Collections Factsheet FS190020 for more details.

7. I have heard of Groups fundraising by providing a Christmas post service. How does it work?

In 1981 the Government relaxed the monopoly on the delivery of post allowing charities to carry out this function. It is ideally suited to villages or small towns but with careful planning can operate further afield, perhaps with several Groups working together. The Christmas Post Factsheet FS190002 provides further details.

8. Our local church wants to sponsor us. How do we go about it?

It is important that both parties to the agreement know exactly what is expected of them and over what timescale. The Community Sponsorship Factsheet FS320201 contains a draft agreement that you can use.

9. As a Group we own our building but do not want to appoint local trustees because they are constantly changing. What can we do?

The Scout Association Trust Corporation (SATC) may be able to help. SATC can act as a sole

custodian trustee whilst leaving the day-to-day running in the hands of the Group. Other benefits include safe custody of Title Deeds, permanent trusteeship of property, legal advice on property matters, etc. You can write to The Secretary SATC, Gilwell Park, Chingford, London E4 7QW or telephone 0845 300 1818.

10. Bag packing, what is it?

Many supermarkets will allow Scouts to 'help' customers pack their shopping bags at the checkouts and carry them to their cars. For this they may receive a small donation into an approved collecting tin/bucket. Arrangements must be made through the local store manager who has the final decision. Insurance will normally be covered by existing arrangements but check with Unity (Scout Insurance Services) (telephone 0845 0945 703) if you have any queries. Normal regulations with regard to street collections will apply. See Factsheet FS190020 for more details.

11. I want to collect donations on-line. How do I do that?

You may wish to ask your supporters to sign up using an online resource. This is a quick and easy way to collect your donations, along with the added advantage of being able to use others' networks to send your request further and wider than ever before.

Two of the most popular sites to use are Virgin Money www.virginmoneygiving.com/giving and Justgiving www.justgiving.com Both provide great guides to help you enhance your fundraising.

Supporters or members of your Group, District or County must ensure they choose your charity (Group) to raise money for. If your Group is not registered online your supporters or members will not be able to find you or send you donations.

The Scout Association is moving its online giving to Virgin Money Giving. A new, enhanced online giving system will therefore replace the current system with Justgiving.

Virgin Money will enable us to offer a more improved online giving system to the Movement which may include the provision to collect membership subscriptions, camp fees and the relevant Gift Aid, while being able to collect both one off and regular donations.

To use the Virgin money site you first need to register your Group/District or County as the charity, and the payments will then go directly to your Group bank account.

In order to create a smooth transition from one scheme to the next from **4 April 2011** we will no longer accept Scout Group pages on the current The Scout Association Justgiving page.

Those who are currently registered with The Scout Association justgiving pages should continue as before. This move will not affect their current fundraising activity.

Details of the new scheme will be available as soon as it is complete.

12. Can our Group raise funds via the Internet? Please can you suggest a website that offers this?

This is an extremely complex area and has many potential pitfalls. It is important to research this area well before signing up or undertaking any schemes. The Institute of Fundraising has a code of practice on the subject. It is suggested that you contact them first for the most up-to-date information on this area of fundraising - <http://www.institute-of-fundraising.org.uk/> Remember any fundraising initiative must first be approved by the Executive Committee and comply with the section on fundraising in POR.

13. How can we get a copy of the Constitution? (Required for lottery applications.)

Applications to Grant making bodies sometimes ask for a copy of our Constitution. In essence, this is POR and our Charter document. However, they do not want copies of these! A copy of Chapter 1 of POR (the purpose and method) which refers to the social, intellectual and spiritual development of children will normally suffice. The following wording is suggested:

The Purpose of Scouting

The purpose of Scouting is to promote the development of young people in achieving their full physical, intellectual, social, and spiritual potentials as individuals, as responsible citizens and as members of their local, national and international communities.

The Scout Method

The Scout Method provides an enjoyable and attractive scheme of progressive training, based

on the Scout Promise and Law, which is guided by adult leadership.

14. I have heard that fundraising from Trusts is the easiest way to get big money. Can you give me a list of who I can go to?

When looking to fundraise from Trusts and Foundations it is important to remember that you will not be the only Group/District/County applying. Fundraising in this area is hugely competitive. In order for Scouting as a whole to benefit more it is important to co-ordinate our fundraising activity in this area. Before you start looking to make applications, review Factsheet FS190018 Fundraising for Local Scouting. This has comprehensive details about fundraising in this area, along with guidance documents that will help you to complete your applications.

15. Is it true that UK Headquarters give out grants and loans to Groups?

Yes, it is true. All UKHQ Funds are now handled by the Development Grant Board Team. Please contact Bruce Murdoch or Paula Binet on 020 8433 7100 for full details of the grants and funds available.

UKHQ Loans are now dealt with by the Finance Team. Please contact Sue Ward on 020 8433 7100 for information on loans and applications.