



**Meningitis**   
Research Foundation

# Race Against Time Fundraising



**Meningitis Research Foundation's vision is a world free from meningitis and septicaemia. The charity funds research to prevent meningitis and septicaemia, and to improve survival rates and outcomes. The Foundation promotes education and awareness to reduce death and disability, and gives support to people affected.**

Since the charity was set up in 1989, the Foundation has:

- invested £11 million (€16.2 million) in research into the prevention, detection and treatment of meningitis and septicaemia;
- produced and distributed millions of symptoms cards, leaflets and posters;
- provided round the clock information and support.

**The Foundation relies on voluntary support to allow us to continue this work. There are many ways you could help:**

- If you are the fit or active sort, we have places in **runs** ranging from 5K to full marathons (**page 4**). Or for something more daring... **parachute jumps and charity challenges** (**page 5**).
- The charity runs many **events you can take part in** - such as Slimathon for individuals, or something more sociable such as afternoon tea or dinner parties (**page 6**). Or you could **organise your own event** - from a car boot sale or sponsored walk to staging a black tie ball (**page 7**).
- We have many events aimed at **school children and students** (**page 8**). Or through your workplace you could get involved with **company fundraising** - including dress down days, sponsorship of events and choosing us as your charity of the year (**page 9**).

If anything in this book takes your interest, contact your local office for more information. If you don't see an event that appeals get in touch as this is just a selection.

**What the money could pay for:**

**£1** or €2 100 symptoms cards

**£5** or €10 one school or university information pack

**£10** or €15 one hour of in-depth support

**£25** or €40 one hour of a typical research project

**£250** or €375 funding for our 24 hour helpline for half a day

We rely on voluntary funding from individuals, companies and charitable trusts to continue our vital work. You can make donations to us by post, phone, setting up a standing order, or via our website [www.meningitis.org](http://www.meningitis.org)

## Gift Aid

Increase your donation by 28% in the UK at no extra cost to you by signing up for Gift Aid. If you pay Income Tax or Capital Gains Tax, we can reclaim from the Inland Revenue all the basic rate tax paid on your donation. This also applies to people who sponsor you.

We can reclaim tax on donations of €250 and over made by PAYE taxpayers or companies in the Republic of Ireland.

The image shows a composite of three elements related to the Meningitis Research Foundation. On the left is a donation form titled "Yes, I want to give tax free from my pay to Meningitis Research Foundation". It includes fields for "Donation amount" (with options for £5, £10, £25, £50, £100, £250, £500), "Frequency" (Monthly, Quarterly, Annually, or One-off donation), "Full name (including title/surname)", "Home Address", "Postcode", "Telephone number", "E-mail address", "Employer's name", "Employer's address", "Postcode", "Telephone number", "Employee number", and "National Insurance number". It also has a "Signed" field and a "Date" field. Below the form is the Meningitis Research Foundation logo and address: "Meningitis Research Foundation, 123 Clifton Place, Edinburgh, EH2 2JY, UK. Tel: 0131 228 3344. Fax: 0131 228 3322. Email: info@meningitis.org". In the center is a vertical contact card with the same address and phone numbers, plus the website "www.meningitis.org", a "Freefone 24 hour helpline 080 8800 3344", and the text "Our thanks go to our members who have allowed us to tell their story". On the right is a small graphic with the Meningitis Research Foundation logo and the text "You can't change the past, but you can change the future with Payroll Giving". Below this is a photograph of a young girl, Morgan Leyland, with the caption "Morgan Leyland 1999 - 2002".

## Regular and payroll giving

Regular gifts are important because they allow us to plan our work. You can arrange a standing order through any office in the charity, or if you work in the UK you can make regular donations straight from your pay-packet, before Income Tax. If you pledge £10 a month and pay tax at 22%, you actually pay £7.80. Contact us for more information.

## Legacies

By leaving a legacy to the Foundation, your support will continue long after you have gone. Making a will is not expensive and the benefits to the charity are significant.

Remember, in the UK and Ireland, any legacy you may wish to leave to the Foundation is free from tax.

## Collection boxes

One of the easiest ways to donate is to use one of our home collection boxes for your small change. The few pennies in your pockets at the end of each day will quickly become pounds and help make a difference to us.



## Join our race against time ....



Get involved in any of our runs across the country. From 5Ks to marathons, our running programme includes races for all abilities, some of which are listed below.

### England & Wales

*Flora London Marathon*  
*BUPA Great North Run*  
*BUPA Great South Run*  
*BUPA Great Manchester Run*  
*HydroActive 5k Challenges*  
*Bristol Half Marathon*  
*British 10K*  
*Michelob London Triathlon*

### Republic of Ireland

*Flora Dublin Women's Mini Marathon*  
*Dublin City Marathon*  
*Cork Women's Mini Marathon*  
*Limerick Women's 10K*  
*Santa Run*

### Scotland

*Edinburgh Marathon*  
*Edinburgh Half Marathon*  
*Loch Ness Marathon*  
*Great Scottish Run*

### Northern Ireland

*Belfast City Marathon*  
*Lisburn Half Marathon & 10K*  
*Santa Run, Cookstown*

### Further afield

*ING New York Marathon*  
*Marathon Des Sables*  
*Real - Berlin Marathon*

Get in touch to find out about our guaranteed charity places. We also welcome people with their own place in any run.

## Or if walking is your thing ....

We have sponsored walks across the UK and Ireland in some spectacular settings, from the Cotswolds to the Scottish Munros, Roe Valley Country Park, Limavady and other places of outstanding national beauty.





## Charity challenges

Prepare for a truly life-changing experience with our adventure trips to exotic locations. Choose from over 40 challenges including:

- London to Paris Cycle Ride
- Great Wall of China Trek
- Walk the Inca Trail
- Canadian Rockies Cycle Challenge
- Thailand Jungle Experience

It can take a lot of planning and training to prepare and raise the money. You should think about booking six to 12 months before you're ready to go.

## Parachuting

Why not make an exhilarating 10,000 feet freefall parachute jump? If you raise the minimum sponsorship you jump for free.

- Tandem jump with an instructor
- Static line on your own
- Jumps most weekends
- 25 sites across the UK and Ireland



Parachuting is very popular, so book at least two months before you plan to jump.

## Abseiling

Try abseiling SAS style for a real injection of adrenalin. Enrol as an intrepid individual, or rope in some of your friends. Raise the minimum sponsorship and you could be speeding down a well-known landmark in your local city for free.

## Group events

We have team challenges we can help you arrange: you could go whitewater rafting or plan a survival challenge and pit your wits against nature. These events require no previous experience but need minimum numbers to go ahead. Your local office can give you more information.

We have some ready-made ideas for events to hold in your own home, from dinner parties and coffee mornings, to afternoon tea and a sponsored slim! Fundraising packs are available for these events, and you can organise them when it suits you.



## Meals for Meningitis

Meals for Meningitis is a great way to raise money in the comfort of your own home, whilst enjoying great food with your friends.

Simply host a dinner party and ask your

guests to make a donation to the Foundation. It is up to you how you wish to entertain your guests - from a lavish three course meal to a simple pasta dish and a DVD.

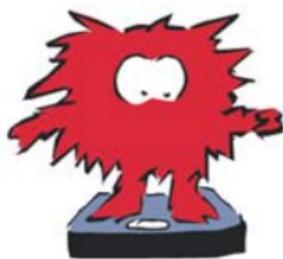


## Coffee or tea?

Alternatively, if a nice cuppa is more your cup of tea why not invite your friends round for afternoon tea or a coffee break? Fundraising really can be a piece of cake.

## Slimathon

Our annual Slimathon runs from January to March to help you shift those extra festive pounds. There is no special diet to follow - you can slim in a way that suits you, but we recommend you follow a healthy eating and exercise plan. Get family, friends and colleagues to sponsor you for every pound you lose.



# Organise your own event 7

Organising an event is fun and can be very rewarding. Let us know what you want to do, or ask us for ideas.

## We can help

We have lots of ideas for events and experience of organising them, so can offer support throughout. We can also supply branded materials, so people know money is being raised for Meningitis Research Foundation. These include:

- Balloons
- Posters
- T-shirts
- Collection boxes
- Banners



Also, we can help with publicity by sending news releases to your local media. And we can post your event on our website, including details of how you can be sponsored.

## Big events

An event can be as big as you want. Some that have proved popular recently include:

- Football and cricket matches
- Golf days
- Concerts
- Auctions
- Black tie dinners



Whatever you want to arrange, start with our *Event Pack*, filled with hints on things to do and what you need to take into account.

## Sponsored events



There are lots of sponsored events you can take part in, or if you want to do something yourself they are easy to arrange. Our *Guide to Raising Sponsorship* is full of tips including:

- Using [justgiving.com](http://justgiving.com) or [mycharity.ie](http://mycharity.ie) to collect sponsors
- How to complete sponsor forms so we can claim tax back in the UK or on personal donations over €250 in the Republic of Ireland.

*Pupils from the Priory School held a balloon launch*



## Make Music with Marvin at nursery

Our mascot Marvin loves to make music in any way he can, and nurseries with children aged from two to five can join in. Marvin can help you make instruments and sing his special monster songs. You get sponsored by family and friends and put on a concert for them.



## Schools



Our schools fundraising packs contain all you need to know to organise events like:

- Balloon launches
- Non uniform days
- End of year parties

We will support you with whatever event your imagination can come up with - even if it's selling strips of tape to stick your teacher to the classroom wall!

For teachers we have a detailed lesson plan showing how to link fundraising and volunteering into citizenship lessons.

## Students

Have you ever flushed a haggis or joined one of our fantastic megaraiders? Or why not try one of our other student fundraising ideas?

We also have many years experience of working with RAG committees.



*Longleat chose the Foundation as its Charity of the Year*

Whether you are a company boss wanting to make a donation or an employee looking for ways to support the community, we can help. Or you may want to choose the Foundation to be your Charity of the Year, as Longleat has done.

We have many fundraising ideas – some of which are shown below – or call our fundraising team. We have staff dedicated to corporate work, who understand the needs of businesses and would be happy to discuss a mutually beneficial partnership.

Contact us for fundraising ideas specifically for companies.

## Employee fundraising

There are many ways companies and their employees can work together to raise money for us - and it doesn't have to be complicated. Something as simple as a dress down day, a themed day or a sponsored event can be fun and easy to organise but a great fundraiser.



*Staff at pharmaceutical company Wyeth went potty over Dotty Friday to raise money for the Foundation.*

On a grander scale, you and some of your more adventurous colleagues could sign up for one of our charity challenges to exotic destinations, leap out of a plane or abseil down a cliff.

For any event organised, employers could consider matching any money raised, not only doubling the donation but boosting employee relationships.



## Volunteers

The Foundation could not achieve the fantastic fundraising results it does without the support of people who give their time and energy to help us.

We organise events all over the country, and we are always in need of help, or someone local to the area to represent the charity.

## Fundraising groups

Want to help, but can't find the time to take on a lot of work? You might like to work as part of a group. Let us know and we'll try and put you in touch with others in your area that feel the same way.

## Collections

There are lots of different ways you can get involved in collections:

**Street and store collections** are easy ways to raise money for the Foundation. All you need is a couple of friends or family to join you and then spend a few hours rattling a tin for the Foundation.

**House to house collections** are great if you can't spare a lot of time as they only involve dropping envelopes through doors in your area and returning a few days later to pick up the (hopefully) full envelopes.

**Collection boxes** - we are always in need of people to look after the many static collecting boxes we have in the community. Do you know a shop or business that would allow us to put a tin on their counter?

If you are interested in helping out or organising any of the above types of collection then contact your local office. We will work with you to get permission for your collection and supply you with all the resources you need.

# How you can help

Let us know what fundraising you are interested in:

Do you have any experience of meningitis?

## Please support our work by making a donation

**Yes**, I would like to give a donation of £\_\_\_\_\_ by cheque or postal order (*made payable to Meningitis Research Foundation*) or credit/debit card

Visa  Mastercard  American Express  Maestro

Card no.

Valid from  /  Expiry date  /

Issue number (*Maestro only*)

### MANDATORY FOR SECURITY PURPOSES

Please insert the last three digits of the number printed on the signature strip on the reverse of your card

Alternatively, please supply a contact telephone number so we can call to obtain this number.

Signature \_\_\_\_\_ Date

## Your Details

Name \_\_\_\_\_

Home address \_\_\_\_\_

Postcode \_\_\_\_\_

Telephone \_\_\_\_\_

email \_\_\_\_\_

Please tick this box if you are happy to receive email and other electronic forms of communication from Meningitis Research Foundation.

## Gift Aid Declaration

You can increase your gift by 28% at no extra cost to you by participating in the Gift Aid scheme. You must pay an amount of income tax or capital gains tax equal to the tax we reclaim on your donations. Simply sign the declaration below and we can claim the tax back from the Inland Revenue.

I am a UK taxpayer and would like Meningitis Research Foundation to claim back the tax on all donations I have made since 6 April 2000 and all donations I make in the future.

Signature \_\_\_\_\_ Date

### PAYE donors

We can reclaim tax on donations of €250 and over made by PAYE taxpayers or companies in the Republic of Ireland. Call our Dublin office for more details.

Please return to your local office address overleaf

**Data protection:** Meningitis Research Foundation will/may hold any information you provide. We never sell supporters' details to other organisations. However, we would like to retain your details so that we can inform you about events and services offered by ourselves or selected third parties. This may be by post, telephone or email. If you prefer not to receive these communications please tick the appropriate box below.

No future contact by Meningitis Research Foundation

No future contact regarding offers by third parties

For more information about meningitis and septicaemia call:

**Freefone** 24 hour helpline

080 8800 3344 (UK)

1800 41 33 44 (Republic of Ireland)



or visit our website **www.meningitis.org**



### **Meningitis Research Foundation:**

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