



Tuck in



It's easy to get people engaged when there's good food involved! From a humble sausage sizzle lunch to a grand high tea, organising a food event is a delicious and fun way to fundraise for Wesley Mission.

Getting started

- Head to Wesley Community Fundraising and click 'Start Fundraising' to begin.
- Personalise your page by adding your story, photos and reasons for fundraising.
- Include your event details, such as when, where and what you're doing, and a set price or suggested donation amount.

Setting goals

- Decide how you will price your event — by set ticket price or suggested donation?
- Work out your event costs, such as ingredients, venue, decorations and equipment.
- Make sure your ticket price covers costs per person + a profit.
- Set an approximate fundraising goal by multiplying the approximate profit per person by the expected number of people.

Let everyone know

- Share your page link via email and social media and invite family, friends, colleagues, sports teams, church and/or community groups*.
- Small or formal event? Send personal invitations. Large public event? Encourage your network to share your page with everyone they know
- Update your Everyday Hero page regularly with photos and details of your preparations so your supporters can see your hard work and get excited about the event.

* If you plan to open your event to the public, check with your local council about any relevant regulations.

Do all the good you can because every life matters

Get organised

- Trying out a new recipe? Remember to give it a test run before the big day!
 - Consider helpers: will you need some extra sets of hands to make things run smoothly?
 - Work out how you will collect funds: donation via Everyday Hero prior to the event, cash on the day, or both?
 - Make an equipment checklist, including items such as plates, cups, cutlery, tables, chairs, AV equipment, snacks, tablecloths, bunting, banners, balloons and signs.
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Food safety

- Make sure you have sufficient eskies, food warmers, cooking and serving utensils.
 - Make sure you meet hygiene requirements, with gloves, food-safe disinfectant, hair nets, etc.
 - Work out how you will transport food: will it need to be kept warm or cold?
Be extra careful with meat, seafood and dairy products.
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The week before

- Check RSVPs: chase any 'maybes' and finalise numbers.
 - Make sure you have everything on your equipment checklist ready.
 - Send reminders including the details of the event to all guests.
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On the day

- Spread the word: talk to guests about why you chose to fundraise for Wesley Mission and how they can help further.
 - Remember to enjoy yourself!
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Afterwards

- Thank everyone who attended or helped you out on the day: this can be done through your Everyday Hero page but it's also good to consider a phone call, email, text message or a handwritten note.
- Refresh your Everyday Hero page with updates and pictures from your challenge.

Contact us

If you're interested in organising a food event to fundraise for Wesley Mission, we would love to hear from you.

Wesley Mission Fundraising

1800 021 821

fundraising@wesleymission.org.au