



Brave Host Fundraiser  
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# Fundraising Guidelines & Host Booklet

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[www.worldsbiggestbabyshower.com.au](http://www.worldsbiggestbabyshower.com.au)





**Thank you for your interest in raising funds to support Brave Foundation. Your help will assist us**  
**“to build a village of acceptance and support around expecting and parenting teens”**

The World's Biggest Baby Shower (WBBS) is the signature national fundraising initiative for Brave Foundation.

There are two ways to register for a WBBS fundraiser:



Register with Brave Foundation to hold a Baby Shower during the month of May. You don't have to be pregnant to hold a shower! This is your time to honour all mums and mothering role models in your family, community or workplace. Attendees of your shower will give donations to Brave Foundation. You will also be equipped with free online resources and baby shower ideas from Brave Foundation to help in holding your event.



Women holding a baby shower throughout the year can host a 'sister' Brave Baby Shower at the same time as their own. Attendees to the shower will be able to give donations to Brave Foundation. Free resources are available to help you in holding your sister shower.





# a little about us...

Brave Foundation builds up the village of support and acceptance around expecting and parenting teens.

- > We share stories of others in this journey and share encouragement at this potentially difficult time in their family life.
- > Brave Foundation partners with and promotes existing pregnancy and parenting support services and educational opportunities, acting as a central point of reference for those seeking support. These are listed on our directory of services at [www.bravefoundation.org.au](http://www.bravefoundation.org.au).
- > We join the dots to meet needs by connecting users to educational services, resources and pregnancy/parenting support services within their community in Australia.



# how your baby shower helps...



## \$5,000: SCHOLARSHIP

A scholarship will support an expecting / parenting student toward their secondary and tertiary academic pursuits and contribute towards items such as; school fees, extra tuition costs, transport, textbooks and computers.



## \$500: TRIAGE SUPPORT

A week of triage support, assisting a possible 461 teenagers and their village each week. BRAVE Foundation triage service will connect expecting and parenting teens with support and educational opportunities nationally.



## \$50: RESOURCE PACK

Delivery of a BRAVE resource pack to one secondary school in Australia. This will include a policy standard, scholarship information and information to help 1 of 24,000 teenagers and their village access support and educational opportunities.



# Susan's Story.

Susan was a few days shy of her 17th birthday when she found out she was pregnant...

"When I found out I was shocked, horrified, scared, I couldn't really believe it and initially I didn't know how to feel. I had no idea whether I wanted to keep the baby. I was still at school, going into year 11. A big factor of my decision to continue with the pregnancy was to make sure the school would support me to finish my education. I found out about Brave Foundation after Mabel was born, reading Bernie's book 'Brave Little Bear'. This book made me realise that my dreams of finishing school whilst caring for Mabel were achievable, other people had done this. It gave me the confidence to succeed.

An organisation like Brave Foundation is very important to me. Knowing that there are people and organisations that are there to support us in our journey is so important in boosting a young mum's self-esteem and knowing that we are not alone."

Listen to Susan's story here: [bravefoundation.org.au/real-stories/](https://bravefoundation.org.au/real-stories/)







## STEP 1

# Choose your fundraising activity

There are so many baby shower fundraising options to choose from or you can make up your own unique fundraising event. It is suggested that you choose an activity that will appeal to your circle of friends, family and work colleagues, as you will be looking to them for assistance to support your event.

Some ideas are:

- ♥ High Tea
- ♥ Morning Tea
- ♥ Raffle
- ♥ Dress Up Day
- ♥ Rain Shower.. every time it rains collect \$1.00 from everyone at work

Visit the Resources section on the World's Biggest Baby Shower website at: [www.worldsbiggestbabyshower](http://www.worldsbiggestbabyshower) to download a list of Fundraising Ideas from A-Z

Remember to set yourself a fundraising goal!

Up for a bit of friendly competition?

Are you the host with the most?

Great prizes to be won for the best baby shower game, best décor using WBBS free printable templates, the biggest fundraiser in each state and plenty more...



## STEP 2

# Register to fundraise

- ♥ Register to fundraise at: [www.worldsbiggestbabyshower.com.au](http://www.worldsbiggestbabyshower.com.au)
- ♥ Recieve an Acknowledgment of Fundraising letter, and obtain a unique Fundraiser ID
- ♥ Send your public event details to [wbbs@bravefoundation.org.au](mailto:wbbs@bravefoundation.org.au) so we can list it on our website
- ♥ Start fundraising

### ONLINE FUNDRAISING PAGE

Your Online Fundraising Page helps you raise funds before, during and after your event quickly and easily.

- ♥ Register to host a baby shower at: [www.worldsbiggestbabyshower.com.au](http://www.worldsbiggestbabyshower.com.au)
- ♥ Visit [www.mycause.com.au/events/worldsbiggestbabyshower](http://www.mycause.com.au/events/worldsbiggestbabyshower) and create account to set up your personal fundraising page, and personalise it with details of your event. Use photos, videos and include details such as date, time, location, what to bring and how your guests can donate.
- ♥ Share the link among all your friends, family and colleagues.
- ♥ Promote your baby shower on Facebook, Twitter, LinkedIn and via email. Or if you prefer, stick to phone calls and use the posters and invitations you receive in your Host Pack to spread the word.

There are readymade, printable templates and more resources available to download at: [www.worldsbiggestbabyshower.com.au](http://www.worldsbiggestbabyshower.com.au)

It's always best to collect as many donations prior to the event as you can, so the event is a celebration of all your hard work.







## STEP 3

# Download your FREE resources

We are here to help make your event as successful as possible and are able to support your activity in the following ways:

- ♥ For those having a public event an event listing on: [www.bravefoundation.org.au/events](http://www.bravefoundation.org.au/events)
- ♥ Baby shower games and answer sheets
- ♥ Baby shower templates including bunting, tags, labels and instruction sheets
- ♥ Brave Foundation supporter logo
- ♥ Certificate of Appreciation
- ♥ A-Z of fundraising ideas
- ♥ Food and drinks bar ideas
- ♥ Office fundraising ideas
- ♥ Planning checklist
- ♥ e-Invitation
- ♥ Staff dollar matching letter

Resources can be downloaded at [www.worldsbiggestbabyshower.com.au](http://www.worldsbiggestbabyshower.com.au)



## STEP 4

# Start Planning

Whether you want to pull out all the stops with a theme, decorations and activities or just keep it simple, we have plenty of ideas to inspire you and some examples are included below.

Visit our Social Media Sites:

- ♥ [www.pinterest.com/bfoundation/](http://www.pinterest.com/bfoundation/)
- ♥ [www.instagram.com/thebravefoundation/](http://www.instagram.com/thebravefoundation/)
- ♥ [www.facebook.com/thebravefoundation](http://www.facebook.com/thebravefoundation)
- ♥ [www.twitter.com/bravefoundation](http://www.twitter.com/bravefoundation)

Please share your baby shower online with us using the hashtag #wbbs.

Choose where to hold your fundraising event:

- ♥ Home: Your house is ideal for inviting family and friends. If you have a large guest list ensure you have enough plates, cups, and other necessities. Plan an alternate space if you intend on an outdoor event.
- ♥ Community space: A park, hall or sporting ground is great for a large group. Make sure you check to see if a booking is required.
- ♥ Work: A fundraising event at your workplace can break up the day and have fun with colleagues. Most workplaces are supportive of fundraising events, ask your employer to support your fundraising efforts by matching the funds you raise. This can be done through Good 2 Give ([www.good2give.org.au](http://www.good2give.org.au)).
- ♥ Educational institution: If you are a student, teacher or administrator you can access great facilities and can reach a large audience.

Set a date and a location:

The official month for the WBBS is the whole of May, coinciding with Mother's Day. If you want to get your workplace or school involved, discuss dates and locations with them to make sure they can accommodate it.

If you decide to hold your baby shower outside, think of a wet weather plan just in case.

Announce your fundraising activity to your community and supporters:

Send a 'save the date' email, text or written invite to friends, family or colleagues to make sure they can make it.





## STEP 5

### Invite Guests

Invite as many people that your activity or venue can hold, think outside your circle of friends and family as well including:

- ♥ Ask local businesses to sponsor your event, or for donations and prizes using your Letter of Authority.
- ♥ Remind guests that donations over \$2 are tax deductible.
- ♥ Use the WBBS invitations to send to guests.

### The Big Day

All the fun is in setting up!

Line up your teacups, set out your scrumptious food and set up your decorations including your donation bottle (any baby bottle will do).

Welcome your guests, host any games you've been planning and celebrate your baby shower!

Talk about the teenage pregnancy support and educational services in your own community that you can promote; do this by uploading their information to the Brave Foundation website.

During fundraising you may be asked by donors for proof to fundraise, please ensure you have your Brave Foundation Letter of Consent to Fundraise or Fundraiser ID with you.





## STEP 6

# Receipts for donations

Brave Foundation can issue the following receipts for donations:

♥ A tax-deductible receipt issued to a donor giving cash/monetary donations. Donations over \$2.00 are tax deductible.

♥ A non-tax-deductible receipt issued to a donor who gets something in return for giving.

Please use the Donation Tally Sheet to keep a registry of your donors in order for us to issue them with a tax deductible receipt. Please ensure contact details of the donor and amount donated are correct. Donations made online or via your online fundraising page will issue an electronic receipt to your donors.

For further information please visit the Tax-Deductible Gifts page on the Australian Tax Office website at [www.ato.gov.au](http://www.ato.gov.au). Brave Foundation is a registered Charity and is registered with the ATO as a DGR (Deductible Gift Recipient).

# Deposit funds raised to Brave Foundation

Once your fundraising activity has finished please transfer the funds you have raised to Brave Foundation within 30 days of completion of your fundraising activity.

Funds can be transferred to Brave Foundation via the following options:

♥ Send Cheque/Money order payable to Brave Foundation to:  
Brave Foundation, PO Box 118 Blackmans Bay TAS 7052

♥ Bank transfer:  
Name of Account: Brave Foundation  
Bank: NAB (National Australia Bank)  
BSB Number: 087 721  
Account Number: 16043 5329  
Description: Unique Fundraising ID

To correctly identify your fundraising achievements, please ensure when submitting your funds that you clearly state your details and Unique Fundraising ID.

Please download our donation flyer for guests that may wish to pay by credit card on the day of your event.





## STEP 7

### Say Thanks!

Don't forget to say thanks to your supporters for assisting in your fundraising activity.

Visit the resources page and download a certificate of appreciation that you can give to your supporters.

Brave Foundation welcomes photographs and stories of your event that may be included in our publications.

Please send these to [wbbs@bravefoundation.org.au](mailto:wbbs@bravefoundation.org.au) or use the #wbbs.



## > Media

Brave Foundation would love you to promote your event in the media. This would help Brave Foundation to encourage others to hold their own 'World's Biggest Baby Shower' and to raise vital funds to support Brave Foundation.

When you register your event, the Brave Foundation's Media and Communications Team may contact you to discuss this with you. We encourage you to contact your local media - this could include your local paper or radio station, the paper may want to take photos of your World's Biggest Baby Shower, pending your permission.

If the media contacts you for more information about Brave Foundation or Teenage Pregnancy and Parenthood, please contact Brave Foundation on 1800 827 441 or ask the media to contact us directly.

## > Branding & Logos

Brave Foundation can supply you with our 'Proudly supporting Brave Foundation' logo that can be used on your promotional materials.

All printed promotional materials featuring Brave Foundation's logo or name need to be approved by Brave Foundation prior to printing and distribution. Please send material to [info@bravefoundation.org.au](mailto:info@bravefoundation.org.au) at least three weeks before your event.

Authorisation of Brave Foundation's logo is subject to the following conditions:

### Logo Modifications:

Brave Foundation's logo may not be modified in any way except by increasing or decreasing the size of the logo as a whole.

### Promotional Materials:

The logo cannot be used for placement on clothing, vehicles or any other promotional material, unless approved by Brave Foundation.







For further fundraising  
enquiries, please contact:

Brave Foundation  
PO Box 118,  
Blackmans Bay TAS 7052

[info@bravefoundation.org.au](mailto:info@bravefoundation.org.au)  
Phone: 1800 827 441