

## Make it virtual.

Your virtual quiz fundraising guide



## Thank you for going virtual!

A huge thank you for signing up to put on your own virtual Challenge Dementia quiz.

For ready-to-use quiz rounds and loads of other handy quiz materials make sure you check out our <u>Challenge Dementia resource page!</u>

## Our companion calls



During this crisis, our amazing team of volunteers will be calling over 10,000 a week with dementia: to have a chat, check on their wellbeing, and help them get the right support.

Your donations will help us make this happen.

## Make it happen

Organising your own Challenge Dementia virtual quiz s a great way to make something positive out of being at home.

Here's your step-by-step guide to success:

1

#### Fix a date:

Choose a date and time for your Challenge Dementia virtual Quiz and start spreading the word. Check out our Challenge Dementia online resources to help you invite your friends and family along.

2

## Set your entry fee:

Decide how much you want to charge each team (we suggest £5) and know that every pound you raise will help us support the people who need it most. We suggest setting up a JustGiving page to collect in the entry fees.

3

#### Tell the world:

Share your event on social media and ask your friends to post about it too, using the hashtag #Homegrown. Get in touch with your local radio station and ask them for a shout out.

4

## Source a prize

All good quiz nights need prizes. Why not ask any local businesses if they will donate items for the winning team?

5

## Pick your rounds

Our online quiz guide contains a number of rounds to choose from - general knowledge to music, picture to sports. We recommend picking 6 to 8 rounds for your event.





## Get everything ready to go.

Use our checklist to help you remember everything you need for the event. Visit our online resources hub for everything from extra answer sheets, picture rounds and even a certificate for the winning team.

7

## Host your event:

Don't forget we're here for all your last-minute questions. Just get in touch with your community fundraiser or with us at makeitmatter@alzheimers.org.uk. Most importantly- have fun!

8

#### Pay in the funds:

When your event is done, send us the money you've raised and say a massive thank you to everyone who helped make it matter. Together, you've brought us closer to a world without dementia.

## **Quiz Checklist**

Make sure you have everything you need for your event using the checklist below:

- Quiz rounds
- Answer sheets
- A way for your teams to pay their entry
- Picture round
- Score sheet
- Prizes



## Make it virtual

It's amazing what technology can do! Here are just a few examples of websites and apps that you could use to take your fundraising online:

## **Facebook Live**

This is a great way for you to be the quiz master and live broadcast the quiz rounds to your friends on social media. Why not set up a Facebook event to promote your quiz and you can even use it to post the picture round!

Facebook's guidance on using Facebook Live can be found <u>here</u>. You can also create a Facebook Fundraiser for people to donate while they watch. Facebook's guidance on creating a Facebook Fundraiser can be found <u>here</u>.

#### Zoom

Zoom can be used to make video calls with friends and family, ideal for reading out the questions and for you to host your quiz. Each free session lasts 40 minutes so why not use that as an opportunity to take a mid-quiz break and then start a second session.

To set up a free Zoom account and for guidance on how to use it, check out the Zoom website.

Top tip: Consider asking people to donate on JustGiving while using Zoom.

There are lots of options out there so have a browse for the right platform for your quiz and chat to your community fundraiser or reach us at makeitmatter@alzheimers.org.uk if you need a helping hand.

## Make it all add up

Once your event is done and dusted, it's time to pay in your donations. There are three easy ways to do it:

- If you've fundraised through your JustGiving page, everything happens automatically: the money is sent to us, Gift Aid collected, and your sponsors thanked. Job done.
- Pay in by credit or debit card over the phone our customer care team will be ready and waiting on 0330 333 0804.
- Pay securely through our online <u>donation portal</u>

## **JustGiving Tips**

Like social media, there are some tried and tested ways to get the most out of your JustGiving page:

- Keep it real: Personalised pages raise 60% more, so make sure you explain a bit about why you're taking on your challenge or event.
- Set your target: Pages with a target raise a whopping 75% more than pages without one – it's a no-brainer.
- Up your target: As soon as you reach your original target, set a new one. Keep up the smashing work!
- Set the bar high: Try and make sure your first donation is a big one, then others are more likely to go large too

# Make it run like clockwork (the legal stuff)

#### **Raffles and lotteries:**

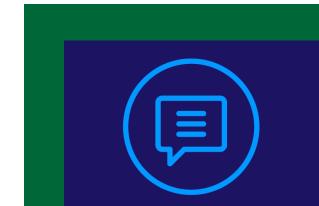
If you run a lottery over a period of time, or at more than one venue, you'll need a license from your local council. If you plan to draw your lottery or raffle winner on the same day you sell the tickets, you won't need a license but will have to charge a standard price. Check out gamblingcommission.gov.uk for the low down.

#### **Data protection:**

You'll need to make sure your fundraising stays within data protection laws. Worry not, this isn't as daunting as it sounds; it's mostly about protecting people's names, contact details, photographs and other personal information. Think about how you'd want your personal details kept safe by an organisation.

#### Other considerations:

The health and safety of you, your friends and your family is the most important thing right now. If you're taking part in any of our virtual fundraising activities, please ensure you are following guidance set by the Government and the NHS around social distancing and self-isolation. This is especially important if you care for someone living with dementia or other vulnerable people. Check for the latest information here: gov.uk/coronavirus.



Your help during this difficult time means that we can keep supporting people affected by dementia.

We can't thank you enough for being part of our amazing dementia-busting team!

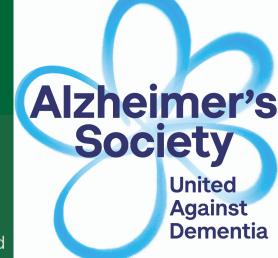
0330 333 0804

makeitmatter@alzheimers.org.uk

Alzheimers.org.uk/challengedementia

#ChallengeDementia





Alzheimer's Society is a registered charity in England and Wales (296645); the Isle of Man (1128) and operates in Northern Ireland