

## APPENDIX K

### LOCAL BUSINESSES/COMMUNITY

#### Gaining support from local businesses and the community! (Collection Tins)

1. Get a copy of the Australian Deaflympic Team Fundraising Guidelines
  - Available from the DSA website or your individual Sports Coordinator
  - Read and understand the Guidelines
2. Find the 'Intention to Fundraise' form in Appendix A of the Fundraising Guidelines
  - Fill out the form for your particular sport
  - Send the form to Brett Hidson at DSA
  - You must wait for approval from DSA before doing anything else
3. Decide on the businesses that you think would be most appropriate for the tins to be placed.
  - Businesses such as gyms, local clubs, restaurants, bakeries, and supermarkets could be good places to put the tin.
  - Placing the tins at businesses where you already know people that work there or where you are a regular shopper is a good idea, because then people already know who you are. They can put a face to the name.
4. Approach the businesses you have decided on, and ask the manager/owner if you can put the tin in their shop.
  - Make sure you explain to them that you are an Australian Deaflympic athlete and you are competing in the Deaflympics in Melbourne in January 2005.
  - Also tell them that all of the proceeds go to the you and the team.
  - If the business says yes to display a collection tin in their store, tell them that you will bring them a tin ASAP.
5. Order and collect your required number of tins from the appropriate person/organisation, and then give them to your chosen businesses.
  - Before you give them to the businesses you could sign the tin, or even put a photo of you on the tin. This way people who want to donate can put a face to who their money is going to.
6. After a time period, collect the tins.
7. Count raised funds, and divide money evenly where necessary.