

Student Welcome Pack

WOHAA!



“Recognising and Rewarding
Student Fundraising”

A unique fundraising award

Designed BY students FOR students

Ripening essential skills

Recognising talent, spark and ingenuity

Rewarding the work of our students

Sponsored by and in association with:

SAATCHI & SAATCHI
IDEAS COMPANY



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EMAILS

The Wings of Hope team will send you important information and updates throughout the year via **email**, including notification of Semi Finalists in March! So please ensure:

- We have your **correct email address**
- You add the Wings of Hope to your '**safe list**' to prevent important messages ending up in your junk mail or bouncing back as spam
- You send us your own **personal email address** – school email accounts generally have very strong filters in place, and you may not receive all of our emails
- If you suspect you are not receiving the same emails as your team mates, please do let the Wings of Hope team know so that we can ensure you have all the information you need.

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Award Timeline

Stage 1:

Oct 2011

Deadline for online registration

Fundraising

Skills workshops

Stage 2:

End of Feb 2012

Submit Snapshots project

Stage 3:

Mar 2012

Semi final at the House of Lords

Stage 4:

April/June 2012

Annual Awards Ceremony

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WOHAA has 4 stages

Stage 1:

Register online by Oct 31st 2011

Stage 2:

Reveal your WOHAA journey and experiences by submitting your 'Snapshots Project' to Wings of Hope

Stage 3:

Semi-finals Presentation at the House of Lords

Stage 4:

The Annual Awards ceremony is a fun, glitzy evening where the winners get their moment in the spotlight



Stage 1: what you have to do...

From the moment you register you have until the end of February 2011 to

Fundraise like crazy!

Your main aims and categories are...

Best presentation

Did your snapshots project, and semi final presentation grab the attention of the panel? Was your delivery powerful and dynamic? But, be sure to be concise and to get your point across!

SPEAK OUT!

WOHAA recognises the need for each and every citizen in the UK to look into local issues. Did you think about your community carefully?

Best overall team/individual

Have you got that 'wow-factor'? Remember that you should try to excel in all fields, do not narrow your focus to one award. The judges will be deciding which entrants win specific awards.



Stage 1: What you have to do...

From the moment you register you have until the end of February 2011 to

Fundraise like crazy!

Your main aims and categories are...

Most innovative fundraiser

What makes your fundraising method a cut above the rest?
But be careful, are your ideas too ambitious to implement?

Most Awareness Raised

Have you communicated to an outside audience about your events, and Wings of Hope, through posters, leaflets or even appearing in the local news?

Most Funds Raised

Have you exhibited powers of negotiation and initiative? Bear in mind that this award shall only be given to those who have demonstrated a substantial element of endeavour!

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SPEAK OUT!

SPEAK OUT enables you to **develop an idea for a Social Action project** as part of your WOHA journey. The aim of the award is to benefit and make an impact on your local area and/or community.

The project can fall within one or more of the headings below:

- **Social** (projects to encourage community cohesion)
- **Physical** (projects to encourage healthier communities)
- **Environmental** (projects that will improve the local area)
- **Accessible** (projects to enable communities to access services)
- **Knowledgeable** (projects to enable communities to learn)

You determine the size of your project, as long as you can demonstrate how the need has been identified and the impact it will make.

Having the opportunity to develop a Social Action project will give you the chance to **SPEAK OUT** and really get to know your area and local community.

REMEMBER - YOU ARE ONLY REQUIRED TO CREATE THE PROJECT AND NOT PUT IT INTO ACTION!

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Stage 1

Some Fundraising ideas to get you started...

Be as cool and creative as you like

School Fetes

Dance-offs

Gala Dinner

Charity Auctions

Jail Break

Themed music nights

Battle of the Bands

"whatever-athons"

Carnival Day

Car-Wash-athons

Newspapers

Bagging Groceries

School rave (!)

Concert

Tutoring

Community Service

Sports Days

Muffin Day

The key is to **start as early as you can!**

Please be mindful of health and safety (guidelines available at the resource centre) and keep your WOHA liaison teacher involved. Also ensure your fundraising is feasible and can be done before the Snapshots deadline.

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Stage 1 Organising your Team

Important things to think about...

Regular team meetings will help to develop ideas and monitor team progress.

Specific roles assigned to each member help to keep focus, e.g. team leader, treasurer, publicity, logistics etc.

Communication is the key to a successful team - between yourselves and the liaison teacher. Wings of Hope would also like to know how you're doing.

Planning your fundraising event(s) will be your main focus, so start ASAP! Be organised and start early so you don't fall behind!

Keep a record of all your activities, as you may encounter some disappointments along the way, e.g. last minute cancellations. You will need to show how you overcame these problems in your Snapshot project to demonstrate your ability to solve problems.

Petty cash will be flowing throughout your project, so how will you handle this? Open a bank account? Have a cash box? Use a donation website?

Publicising your fundraising events, at school, in your community and even in the national press will help you gain points for raising awareness!

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Stage 1 Presentations and Press Releases

As part of your projects you'll inform your friends, families and local communities about WOHA. Giving **presentations** is a great way to inform people about the work of Wings of Hope and what you are doing. Sending out **press releases**, and getting your events covered in the **local press** is also another great way to raise awareness. Check out our **media kit** and **presentations pack**, for fantastic presentation tips and to **get yourselves in the news!**

www.justgiving.com

is a fantastic website that allows you to set up an **online fundraising page!** Justgiving is simple, 100% safe, records all donations and manages your funds for you and sends it straight to Wings of Hope. Gift Aid is automatically claimed back on all donations made by UK tax payers (increasing the amount you have raised for free!) once you have created your page, just send out the link to as many people as possible!

Gift Aid

enables you to **increase your fundraising total** without having to do anything!

Using Gift Aid means **for every £1 donated** to Wings of Hope by a UK taxpayer, we get an **extra 28p**. So a donation of £100 can be turned into £128! The taxpayer must fill out a Gift Aid Form confirming they are a UK taxpayer and that they want us to be able to claim back the tax they paid on their donation.

You can download the Gift Aid form from resource centre.

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Stage 1

Final Fundraising Tips

Get started ASAP

Keep track of your progress

And most of all... have a laugh, be creative and enjoy yourselves!

Make sure you take lots of photos - keep the funny ones for the snapshots project...

Skills workshops

Make the most out of your WOHA experience!

In partnership with our **corporate sponsors**, the Wings of Hope will be offering you the chance to take part in some amazing skills workshops throughout the year! These include...

Graduate careers

World of Public Relations @ Edelman PR

CV and interview techniques @ Accenture

Law Workshops

And many more to be announced!

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CAS and Duke of Edinburgh's Award



WOHAA fulfils the **creativity, Action, Service** elements of the **International Baccalaureate Diploma** - if you are an IB student. You will need to liaise with your school's CAS co-ordinator to arrange to use WOHAA as part of your CAS requirements.

Fund-raising activities undertaken by students, for the wings of Hope children's charity, counts towards the **Volunteering element** of the **Duke of Edinburgh's Award** (as long as the students concerned are fulfilling the full time commitment and criteria as laid out in the Duke of Edinburgh's Award Guidelines). The wings of Hope Team are authorised to sign off DOE record books. Please liaise with your school's DOE co-ordinator to arrange to use WOHAA as part/all of your service sections.



Now for Stage 2...

Snapshots Project (Feb 2012)

We want you to snapshot all your highs, even your lows, your **team dynamics**, your **fundraising activities** and the **skills** you have learnt and developed with WOHAA.

Again, your snapshot project can be as **inventive** as you like, be it as a scrap book, documentary, a video diary, a booklet, a PowerPoint presentation or even a song or rap!

You will also need to get your teachers and parents to write **reference letters** for your group - detailing their experience and how you have developed. These will need to be made out to Mrs. Rajni Sriram FRSA.

You will need to download and print a submission form to send with your project along with your cheque (made payable to 'Wings of Hope') and your reference letters to:
Wings of Hope, 12 Iron Bridge Close, Great Central Way, London, NW10 0UF

It is very important to meet the **deadline**, February 2012, as it will also form part of the judges' decision. Also, we love looking at your **pictures** of fundraising. If you could send us **10 good quality pictures** of your fundraising activities, that would be great!

After this, semi finalists will be invited to the House of Lords to give a presentation to our Judging Panel...



Stage 3

Semi finals at the House of Lords in March 2012

Semi Finalist teams will be invited to give a **short presentation** to our **guest panellists**: high profile individuals from business, sport, politics, and journalism (check out the panel on our website)

You should aim to deliver a **5 minute presentation** to our panellists, about your team, how you performed, your fundraisers, and what you got out of it.

Panellists will then have a **2 minute Q&A session** with you about your project

The panellists have been invited specifically because they have been successful in their chosen field: this is a **unique opportunity for you to interact and get tips from our special guests!**

It is important that you follow instructions as to what format you bring your PowerPoint presentation in.

If you are a Semi-finalist, please read the e-mail sent to you carefully. You must also inform your teacher if you have come through to the Semi-final, as you may miss school

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And finally stage 4...

Annual Awards Ceremony

The Annual Award ceremony is an amazing night of glitz, glamour, and fun in **celebration of all your achievements!** It is of course also the night when the winning teams are announced, and trophies presented.

check out our website for photos of the Annual Award ceremony 2011 @ Wembley Stadium!

Remember all participants will receive a certificate!
The venue or date has not been decided for the Award Ceremony yet, so please check your e-mails for further details...

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stage 4

PRIZES

trip to India

The **overall Best Team's** all expenses paid trip to India takes place in the summer holidays. The trip is organised very carefully to take into consideration health and safety and travel conditions.

Read about the previous winners' diaries on our website for more information about the trip.

Work experience

You could also be winning a **unique work experience placement** with some of our sponsors!

Remember, these will take place in the **summer holidays!**

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Remember that through your fundraising...



£150 sponsors a child in INDIA for an entire year



£120 sponsors a child in MALAWI for an entire year

We hope this **Welcome Pack** has been useful for you and given you some ideas and tips

If you have any questions e-mail emma@thewingsofhope.org or check our website for the latest information www.thewingsofhope.org

Be go-getters, rise up to the challenge, go rise!

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E-mail : info@thewingsofhope.org
Website: www.thewingsofhope.org

October 1, 2011

Dear Sponsor,

TO WHOM SOEVER IT MAY CONCERN

The Wings of Hope is a UK registered charity (No 1099685) whih provides Free education to poor and orphaned children in its projects schools in India and Malawi.

The Wings of Hope also runs a very successful national Award scheme for our British Secondary School students called The Wings of Hope Achievement Awards. This award scheme encourages the students to get involved in their own creative and fundraising events and whilst doing so, these students learn exceptional skills. The Wings of Hope Achievement Awards, formally recognises and rewards these students for their efforts by offering them valuable work experience placements with our Corporate partners and also a chance to win an all expense paid visit to our school project in India.

We confirm that the student(s) bearer of this letter are fundraising on behalf of The Wings of Hope.

For further information, please do visit our website - www.thewingsofhope.org or call and speak to me.

Thanking you,

With best regards,

A handwritten signature in black ink, appearing to read "Rajni Sriram".

Mrs. Rajni Sriram