## **Training Module 4:**

How to minimise your costs



To ensure your fundraising event or appeal is as successful as possible, Cancer Council Queensland requires you keep expenses as low as possible. Reasonable and/or essential expenses deducted, if any, must be appropriately documented and receipts must be provided for each expense. We require all our supporters conduct their fundraising ethically and in accordance with the below:

To help you maximise your fundraising, we've put together some tips on how you can minimise your costs:

- Ask local businesses, community service groups (i.e. Lions, Rotary),
  and your networks if they can donate venues, catering, and prizes
- Share your online fundraising page with your friends, family, and colleagues so that they can donate to you directly
- Ask your friends and family to donate for your birthday or other holiday instead of a present or to donate in memory of a loved one
- Use social media to promote your fundraiser to drum up support and encourage others to get involved
- Host a virtual fundraising event, like an online raffle or trivia night
- Host an event at home, like a trivia or movie night

