

MORAY Rape Crisis

SEXUAL ABUSE & TRAUMA SERVICE



Educating,
campaigning &
prevention

Information for Fundraisers

Tips, information and guidelines for
people who wish to fundraise in aid of
Moray Rape Crisis



We've got lots of information to help you on your fundraising journey. Use the contents page below to find exactly the information you need.

- About us
- Thank you
- What is sexual violence
- How our support helps
- How your support helps
- How to donate/pay in donations
- Keeping it safe & legal
- Supporting survivors
- Contact us
- Appendix
 - Sponsorship form
 - Poster

About Us

We provide free and confidential support, information and advocacy for adults and young people in Moray aged 11 and over who have experienced any form of sexual violence at any time in their lives.

In addition to our support work, we have a prevention worker who delivers workshops in schools, provides training to educators & supports youth activism in the local area.

Plus, we have a number of specialist services such as Rise Up, our young people's service, Side-by-Side, our service for people with a learning disability or need, and our First Language support, in Polish, Arabic & Mandarin.





Thank you for fundraising in aid of Moray Rape Crisis

We are so grateful that you thought of us and we'd love to support you in every way we can.

Thank you for giving up your time and energy to help our cause; it's really brilliant what you're doing. Your work allows us to continue supporting people in Moray affected by sexual violence and working to educate, campaign and prevent sexual violence in the future. You're amazing !!

Please let us know what you're planning to do to fundraise and how you're getting on by contacting us at contact@morayrapecrisis.scot

Thanks again,

- Everyone at Moray Rape Crisis

What is Sexual Violence?

Sexual violence mean any form of unwanted sexual contact. Sexual violence can take many different forms.



You may hear different words for the varying forms of sexual violence such as rape, sexual assault, childhood sexual abuse or sexual harassment. Other forms of sexual violence include stalking, sexual exploitation, forced marriage and image-based abuse.

Often, sexual violence is understood to be something physical and violent, but sexual violence can take place online, can be verbal and doesn't always involve violence.

Anyone can experience sexual violence.

Sexual violence is common and can affect anyone of any gender, race, ethnicity, religious or cultural background, disability, sexual orientation or relationship status. We support everyone aged 11 and over affected by sexual violence.

Harmful myths about sexual violence

Myths about sexual violence are really harmful to survivors. It can cause shame and make survivors blame themselves.

One of the most pervasive myths is that sexual violence is mostly perpetrated by strangers in dark alleys. This is false. We know that the majority of reports are about people the survivor knows and trusts.

*Scottish Crime & Justice Survey 2019/20: Main Findings (page 187)

Prevalence of sexual violence

Sexual violence happens in Moray. 322 sexual crimes were recorded by the Police in Moray in the year 2022-2023.* We've had a nearly 50% rise in referrals and support in this same time period.

*www.gov.scot/publications/recorded-crime-scotland-2022-23/pages/6/

How our support helps

We work to prevent and ultimately eliminate sexual violence in the future, while today ensuring that survivors of sexual violence in Moray receive the support they need.

What survivors tell us:

Prevention

Last year, our prevention project reached over 1,500 young people at secondary schools in Moray.

We work with young people to raise awareness of consent, sexual violence and healthy relationships.

"I feel these sessions have helped greatly with my self-reflection, having a positive effect on my self-image and creating a more positive mind-set."

"I can't thank you enough. You have empowered me. Helped me work through my trigger responses, and identify my truth.... I am the strong woman I am today because of you."

Therapeutic & Advocacy Support

Last year we:

- Supported 236 people adults and young people affected by sexual violence (a 42% increase on 2021-22)
- Received 142 new referrals (a 46% increase on 2021-22)
- Provided 7,548 support contacts (by phone, email and text) and appointments (in-person, by phone or by video) (a 189% increase on 2021-2022)

How your support helps

Sexual violence is traumatising and life-changing. Its impacts can often be complex and, without effective support, lifelong.

Referrals to our service have increased by nearly 50% since last year. Unfortunately, the need for our support far outweighs the resources we have to provide this at the time survivors reach out to our service. Our waiting lists for support have increased over the past year and waiting times can go up to 12 months.

Your support can change lives

As a small charity, all donations go towards helping to deliver our frontline services.

How you can help

Small actions all make a difference. There are lots of things you can do to support our work.

Fundraising activities could include:

- Bake sale
- Coffee morning
- Dinner party
- Film night
- Football match
- Fun run
- Games night
- Jumble sale
- Marathon
- Quiz night
- Raffle
- Sponsored swim

Sexual violence changes lives - and so can we.

Fundraising will help towards the support of 200 survivors in Moray

Donations and funds we receive will help towards our support of a minimum of 200 survivors over the next year, to help them feel safer, more able to cope, more confident, and to build a life beyond the trauma they have experienced.

How to Donate/ Pay In Donations

Use the MRC sponsorship form below to collect donations for your event. You can also collect donations online by setting up your own JustGiving page and linking to MRC. Once you have finished your fundraising please pay all of the proceeds raised to us as soon as possible after the event (at a maximum this should be within 6 weeks of the fundraising event).

Please encourage donors and/or sponsors to make gift aid declarations where eligible, which may enable us to recover basic rate tax on such donations. Please send us completed sponsorship form so we can claim this back. See section on Gift Aid in the next section for further information on who can sign up for Gift Aid.

You can pay in donations to us in the following ways:

- Online
- In person

JustGiving



All monies paid in via JustGiving come directly to us. This means you don't have to do anything!

To fundraise for us on JustGiving please use this link:
www.justgiving.com/moray-rapecrisis



Give as you Live®
Online

**You can generate
free donations for
us at no cost to
you!**

By signing up, we'll receive a donation every time you shop at any of their 6,000+ registered stores. You'll also have access to top offers so you can save as well as raise!

www.giveasyoulive.com/charity/morayrapecrisis

(This is good to share with your supporters too!)

If you wish to run in person fundraising events we can provide a collection tin & leaflets etc.

These will have to be picked up from our office & signed out. Once your event is over donations must be counted & the collection tin returned.



Keeping it safe & legal

Thank you for agreeing to raise funds for Moray Rape Crisis (SC050532). These rules apply to all voluntary fundraising activity and by signing up to fundraise for Moray Rape Crisis (MRC) you agree to comply with them.

If you are under 18, you confirm that you have shown these terms and conditions to your parent/guardian, and they have agreed to accept responsibility for complying with these terms and conditions

Publicity

If you plan on taking photos at your event please ensure you let all attendees know about this and allow them to let you know if they do not wish to be in photos.

If you provide photographs or videos taken during your fundraising activity to MRC, you agree that these may be used by MRC. By sending these to us, you are also confirming that anyone featuring prominently in the photograph or video is aged 16 or over, and that they have consented to their image being used in this way.

Our Rules & Guidelines

Make sure it is clear you are organising your fundraising activities as an independent supporter of Moray Rape Crisis. Please say that you are raising money "in aid of" Moray Rape Crisis, rather than on MRC's behalf.

It is your responsibility to organise all aspects of any fundraising activity undertaken by you. You will be responsible for any costs, taxes or expenses incurred or arising in connection with your fundraising activity. Please ensure you make a plan to reduce any risk associated with your fundraising efforts.

Unless MRC has provided you with branded materials as a result of you letting us know about your fundraising, you may only use the MRC name and logo for your fundraising activities with our written permission. To apply for permission, you will need to let us know how you propose to use the MRC name and/or logo on your own materials by emailing contact@morayrapecrisis.scot.

Gift Aid

Gift Aid is a government initiative that allows donations given to charity to be tax-effective. As soon as you give your permission, by completing our Gift Aid declaration form, we can claim the tax back on your donation.

You qualify for Gift Aid if you meet the following criteria:

- You are a UK taxpayer
- You pay enough tax*

Gift Aid can be claimed on both individual and sponsorship donations provided they are gifts.

Certain donations are not eligible for Gift Aid. If your donations fall into any of the following categories, Gift Aid should not be claimed:

- You have been charged an entry fee e.g. a ticket for performance or a sports event
- You have bought something
- You have entered a competition e.g. a raffle or sweepstake
- Your donation is on behalf of someone else or a group of people e.g. collection from work colleagues

By completing a Gift Aid donation form we can claim Gift Aid on previous and future donations. We can claim Gift Aid back on donations up to 4 years and we'll continue to claim until you tell us otherwise, so long as you're eligible.

*You pay Income Tax and/or Capital Gains tax at a rate at least equal to the amount of Gift Aid claimed on all your donations in that tax year, otherwise it is your responsibility to pay the difference.

Keeping it safe & legal

Ensure your event is organised efficiently and safely by completing a risk assessment and consider what insurance cover or licences you may require. You can get advice on risk assessing from the HSE at www.hse.gov.uk or the Chartered Institute of Fundraising.

Promotion of your event should clearly state if all funds raised will go to MRC or whether any money will be used to pay for costs. For example ticket price £20 for dinner and entertainment, raffle and auction in aid of MRC. Keep a log of any expenses, these should relate to actual costs for the event i.e. venue hire, entertainment, claiming costs for volunteer time is not allowed.

Consider if you need a licence for your event from the Local Authority, this can include an;

- Alcohol Licence
- Public Entertainment Licence
- Small Lotteries Licence
- Public Charitable Collection Licence

If you are doing any kind of endurance event please ensure you have the right support team.

If you are handling cash at your event, please keep this in a secure container and try to have two people present to count any cash collected.

Liability

You accept that any risks arising out of your fundraising activity are your responsibility, including liability for any injury or loss which may occur to you, your helpers or guests. You will therefore take all reasonable precautions to protect the health and safety of all those participating in, involved with or attending your activity.

You will comply with any applicable laws and regulations relating to your fundraising activity, including obtaining any necessary licenses, consents or permissions e.g. if you are holding a raffle or lottery, or are proposing to sell alcohol.

You acknowledge and accept that MRC's insurance policy will not cover your fundraising activities.

We advise that all fundraisers seek advice regarding public liability insurance if your event involves the general public.

Use of Personal Data and Consent

By providing your information when you sign up to fundraise for MRC, MRC can use the details to discuss your fundraising activity and follow up on your progress.

Your personal information may also be used for the purposes of sending communications to you where you have confirmed that you would like to receive further information about the charity's work when signing up to fundraise for MRC.

All personal data held by us will be handled in accordance with applicable privacy laws and MRC's privacy statement which can be found at www.morayrapecrisis.scot/privacy/.

You must ensure that any personal data collected as part of your fundraising event is held in compliance with the Data Protection Act 2018. This means keeping data secure, safe from loss or damage, don not keep it longer than needed and do not share it without the individuals permission.

Keeping it safe & legal

Some activities have specific rules that fundraisers need to follow. They require additional permissions and precautions. These are set by the fundraising regulator and charity law. We've detailed the key points below:

- All **street collections or collections on public property** will need to be registered with the Local Authority, who will issue a licence. Those on private property will need the permission of the property owner/manager. We will need to see a copy of the licence/permission before issuing branded collecting tins/buckets.
- **Do not carry out door to door collections**, these are strictly regulated and should not be carried out as part of your fundraising.
- If you are holding a **raffle** you may need a small lotteries licence which you can get from the local authority, you will require this if you plan to sell tickets over a period of time with an advertised draw date to the general public. In order to apply for this you will need to register as a promoter and submit a return to the local authority after the draw has been made,
- If you are holding a **raffle** as part of an event you will not need a licence but you will need to ensure you:
 - Only sell raffle tickets at the event
 - Let participants know when the raffle will be drawn, this can be during the event or after it
 - Do not let children under 16 buy or sell tickets
 - Sell tickets at a standardised price
 - Ensure you do not spend more than £500 on raffle prizes
- If you are holding an **auction** you will not need a licence as this does not fall under gambling law. It is important that you establish terms and conditions if you are running an auction this can help avoid problems later on. For example what will you do if someone no longer wants their prize.
- You do not need a licence for **games** which can help raise funds such as tombolas or quizzes.

Supporting Survivors

You may feel helpless if someone discloses their experience of sexual violence to you. We've provided some tips here to ensure you can be a good supporter to them.

- The most important thing is to **listen** to and **believe** the person who discloses to you
- Be **patient** and accept them without **judgement**
- Reassure them that you won't tell anyone else (unless they're at risk of harm)
- Don't try to push them into making decisions about reporting to the police
- Avoid asking intrusive questions, let them lead any conversations about the abuse
- **Educating yourself** about sexual violence & its effects is helpful, plus learning about how it effects the survivor helps you support them in the right way
- For **practical support** the Rape Crisis Scotland website has lots of helpful information about accessing help, support and advice. There's also lots of information about sexual violence & the law, gender-based violence and trauma responses (<http://www.rapecrisisscotland.org.uk/help>)

It's important you look after yourself too!

Finding an outlet for the feelings that arise is important. This could be yoga or journaling or going for a walk etc. Whatever works for you.





Contact Us

You can reach us by phone or by email and through our social media and website.

web: www.morayrapecrisis.scot

email: contact@morayrapecrisis.scot

phone: 01343 550407

facebook: @MorayRapeCrisis

instagram: @moray_rapecrisis

twitter: @MorayRC



MORAY
Rape Crisis

[illegible]

Sponsorship Form

[illegible]

I'm fundraising in aid of

MORAY Rape Crisis

SEXUAL ABUSE & TRAUMA SERVICE



I'm raising money so they can continue their vital work supporting young people and adults affected by sexual violence in Moray

Add a QR code to your fundraising page here

You can donate online to my fundraiser here:

Add your JustGiving page here



**Educating,
campaigning
& prevention**

**Supporting
Moray's
Survivors**



Moray Rape Crisis is a registered Scottish Charitable
Incorporated Organisation No: SC050532



