

How to host a Workplace Fundraiser

Get your colleagues to compete or collaborate to raise money for mental health support in the Borough of Rochdale

Step 1 - Get Employer Approval

- Choose 1–4 week campaign
- Pick a theme (steps challenge, bake off, dress-down days)

Step 2 - Choose A Format

- Departments compete
- Leaderboard updates
- Prize for winners



Step 3 - Tell Your Colleagues

- Share your fundraiser via email, noticeboards or staff portal
- Explain the cause
- Set your fundraising goal

Step 4 - Weekly/Regular Updates

- Share totals
- Encourage friendly rivalry

Step 5 - Celebration

- Announce winners
- Present certificates/prizes
- Share the final amount raised with colleagues
- Email fundraising@rochdalemind.org.uk or call 01706 752335 to tell us about your fundraiser! We'll send you an official thank you letter and certificate, as well as celebrating your achievements on our social pages (with your permission).



Who's cupcakes will win the prize?



Getting the team together!

Bonus tip!

Ask about matched giving. Some employers will match the money you raise - it's one of the easiest ways to double your impact without extra effort.