

COMMUNITY HOST COLLECTOR INFORMATION

UnitingSA Christmas Appeal 2020



UNITING
SA Together
We can

SHARE A LITTLE KINDNESS THIS CHRISTMAS

Many in our community will be unable to experience the 'simple joys' of Christmas this year, let alone have their basic needs met. With your help, UnitingSA is hoping to make a difference to these local families and individuals experiencing financial hardship through our annual Christmas Appeal.

Thank you for your interest in becoming a Community Host Collector!

This booklet outlines everything you need to know to host a Christmas Appeal collection within your organisation, school, church or group, including tips for promotion, and how your donations will help.

Last year we were able to raise nearly \$30,000 to ensure locals in need had a meal, or could access food basics on Christmas day. We also distributed gifts to over 400 children who otherwise would have gone without.

This is an astounding impact, and would not have been possible without your support and dedication.



WHAT CAN PEOPLE DONATE?

The following items can be donated to our Christmas Appeal:

- **Gifts** for children and teenagers. These could be games, books, sports equipment, or toys - the options are endless!
- **Non-perishable food items.** Think of any Christmas treats that you look forward to or basic food supplies which may help feed a family. Could you share these joys with a someone in need?
- **Personal hygiene products and toiletries** are also greatly appreciated.
- **Financial donations.** All funds raised will go towards purchasing gift vouchers for those experiencing financial hardship, so that they can enjoy a decent meal on Christmas day or purchase necessities.

IT'S EASY TO HOST A COLLECTION!

1. Set up a Christmas tree or collection point displaying the provided poster/s.
2. Notify and invite people to donate a gift or make a donation. Emails, meetings, newsletters, noticeboards, intranet and social media are all good ways to communicate this information. Don't forget to send out regular reminders!
3. Drop off your gifts to our Emergency Relief centre at 58 Dale Street, Port Adelaide, between the hours of 9am and 1.30pm, Monday to Friday. It would be greatly appreciated if you could call ahead so that our staff can assist you with the donations: (08) 8440 2299. You can also contact us to organise a collection. Remember to have the gifts delivered before **11 December!**
4. Complete the donations tally and feedback form and return it to us when delivering your gifts, or scan and email it to donations@unitingsa.com.au.
5. Congratulations! Your support will show someone who is struggling that there are people who care.

A COVID-SAFE CHRISTMAS APPEAL

At UnitingSA the health and wellbeing of the people we support and work alongside remains our absolute priority. Please help us to keep our Christmas Appeal COVID-Safe by following these simple guidelines:

- Only new, unused gifts will be accepted, preferably left in their original packaging. We will not be accepting any second hand gifts. Non-perishable food items should be unopened and within their best-before date.
- Please do not wrap the gifts. This allows parent/s or caregiver/s to select an appropriate gift for their child. We provide them with wrapping paper after they have selected the gift/s.
- We ask that you please limit the number of individuals handling donated gifts to prevent the spread of COVID-19.
- When dropping off donations, please follow all signage and instructions from our staff. You may be required to complete a COVID-19 screening and temperature check before entering the site.

Please note that in line with advice from our Infection Control Committee, we will be quarantining all gifts/donations for 72 hours before stocking our Toy Room and distributing to individuals and families.



FEELING CREATIVE?

We love when the community gets creative around fundraising. Here are just a few ideas:

- In place of a staff Kris Kringle, why not donate a gift for the collection?
- Allocate a children's age-group to everyone in your office, class or team to make their gift purchasing easier.
- Have a collection tin in your foyer or reception to raise funds for the appeal. We are able to provide you with a UnitingSA collection tin for this purpose.
- Hold a Christmas dress-up day for a gold coin or gift donation, with proceeds going to the appeal.

Don't forget to share a photo of your group participating in the appeal on social media and tag us @unitingsa or use the hashtags #ShareALittleKindness or #TogetherWeCan!

WHO IS UNITINGSA?

Established in 1919, UnitingSA is a community organisation which helps nearly 15,000 people every year. More than 1,000 employees and volunteers deliver a diverse range of programs across housing, aged care and community services.

UnitingSA is part of the UnitingCare network, one of the largest providers of community services in Australia, with more than 1,640 service sites nationally.

WHO DOES THE APPEAL HELP?

The gifts are donated to families in need during the weeks leading up to Christmas. Parent/s or caregivers are able to enter our toy room and choose a suitable gift and stocking fillers for their child with some wrapping paper to keep the surprise alive!

All financial donations are distributed to those in need in the form of gift vouchers, so that a meal or food items can be purchased for Christmas day.

All recipients are clients of our Emergency Relief service and include:

- Families in experiencing financial hardship,
- Parents and children who have fled domestic violence situations,
- People living on government or disability allowances,
- People living with a mental illness,
- Teenagers, individuals and families experiencing homelessness.

Our services usually expect a high demand for material and financial support over this Christmas period, however, due to the impacts of COVID-19 we are anticipating a much larger number of people seeking assistance this year.

HOW DO WE DONATE GIFTS OR MONEY?

Drop off your gifts at our Emergency Relief centre at 58 Dale Street, Port Adelaide, between the hours of 9am and 1.30pm, Monday to Friday. You can also contact us to organise a collection.

Remember to have the gifts delivered before **11 December!**

To donate any funds raised, you can:

- Head to **unitingsa.com.au/donate** to make a secure donation online.
- Call our friendly team on **(08) 8440 2200**
- In-person at **UnitingSA, 70 Dale St, Port Adelaide, SA 5015**
- Send a cheque payable, along with your contact details to **PO Box 3032, Port Adelaide 5015**

Your ongoing support to this worthy cause is very much appreciated. Together we can ensure as many families and children as possible can experience the joy of Christmas.

Yours sincerely,

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