



HOW TO ORGANISE YOUR QUIZ FUNDRAISER

It's so amazing to have you hosting our Open Door's *World Watch List* quiz in support of your persecuted church family! Read on to get great ideas and practical support that will help make hosting the evening easy and enjoyable!!

1 Choose your location

Think about what sort of venue you need to host your quiz in. Will it be online or in-person? In your home or in another venue? Can you use your church, village hall or school hall? If it's online, which platform will you use? It is a good idea to check whether your venue of choice has enough space and the correct tech setup to enable you to present your slides.

2 Put a date in the diary

Planning an event can take time, so set a date that allows enough time for you to organise it and gives people plenty of time to put it in their diaries.

3 Get friends and family involved

Ask friends, family, church or your Christian Union to help you. People are often very pleased to be asked, especially if it is for a good cause! Once you have your team of volunteers, give everyone a specific task so that you are not doing it all yourself. (This can be welcoming people at the door, handing out and collecting in quiz sheets, MCing on the night or working behind the scenes on the IT desk.)

4 Set up your fundraising page

A JustGiving page is quick and easy to set up. You can follow this link straight to the [Open Doors WWL Quiz campaign](#) and create your own fundraising page from there! Make sure you link your page to Open Doors as your charity and the money you raise for the persecuted church will automatically be sent to Open Doors without you needing to do a thing.

5 Promote your event

Social media is a great way to do this - but it's not the only way. Try speaking about your quiz in church and putting up posters in your community also. And remember, we have lots of resources to help you. [Check out our tips for how to promote your fundraising event.](#)

6 Handling donations

JustGiving donations:

The best way to handle donations for your fundraiser is by setting up a JustGiving page. It is easy to set up a page and all donations made through your campaign page automatically come straight to Open Doors, making it easy for possible donors and cost-effective for us as an organisation!

Follow [this link](#) to go to our quiz campaign page, and hit the start fundraising button to set up your own unique fundraising page.

Cash donations:

Cash donations made in-person at your event can be collected and paid in via bank transfer or phone – call us on 01993 460015 or email us at contact@opendoorsuk.org for more details on how to make these donations.

You can also send in a cheque of the total amount raised by sending the cheque to **Open Doors UK&I, PO Box 6, Witney, Oxon, OX29 6WG** along with this form [Blank Challenge Event Sponsorship Form.pdf](#)

7 Fundraising tips!

Use the QR code generated uniquely for your own JustGiving page to easily accept donations. To generate your QR code, simply add “/qrcode” to the end of your page’s URL (e.g. www.justgiving.com/campaign/joebloggsquiznight/qrcode)

There is a space on the slide show for you to copy and paste this unique QR code into your quiz presentation. Why not show the quiz video at the half-time break, then put up a slide with the JustGiving QR code, for anyone who wants to donate?

Alternatively, you can create a QR code by pasting the URL for your fundraising page into

the QR code generator at qrcode-monkey.com, which will then generate a QR code for you to use in the same way as above.

You can also print off physical copies of this QR code, and include them on promotional material or placing a copy on each team’s table.

For donations to be eligible for gift aid, please ask for voluntary donations rather than charging a fixed entry fee for your quiz. Donations made through JustGiving add gift aid without you having to do anything.

For cash donations, you can ask donors to fill out a sponsorship form, which has an option to tick gift aid if eligible - you can send this sponsorship form in when you send us the cheques and we will do the rest!

If you are feeling extra ambitious, why not take the opportunity to also have a bake sale at the same time for your hungry quizzers? Our free [Bake With Them](#) pack has recipes and stories from the persecuted church, along with posters, labels and a load of downloadable content to make hosting a bake sale fun, easy and educational!

The quiz can be hosted online if it is not possible for you to meet all together in one location.

Our team is always on hand to help chat through technical, practical or fundraising questions, so please don’t hesitate to get in touch with us at contact@opendoorsuk.org or **01993 460015**.