WaterAid Schools Challenge

Fundraising activity planning sheet

Group names:

Fundraising activity name: Give your activity a memorable name to make people want to get involved.

Who will you involve? For example, parents, specific year groups etc

What materials or resources will you need and who can help you get these? For example, the school hall, access to computers and so on. You may need to speak with specific teachers to book space or get your resources

How will you let people know about your activity? Posters, assemblies, school website etc.

When will your activity take place? Check with your teachers too!

Where will your activity take place?

Evaluation - After you have shown your idea to the rest of the class, note any feedback they had about your final idea. What did they like? What suggestions did they make? Did they think of anything different that you hadn't considered? Write these all here.

Any changes made to the original idea after evaluating it

Why were these changes made?

Action plan – use this table to organise all the tasks that you need to carry out and decide who will do them. You will need to include other members of your class, as well as your initial group, as your fundraising activity is for everyone.

Task – eg create posters	Who will do this (it can be more than one person)	By when? (when does it need to be completed?)

Good luck!