



# FUNDRAISING PACK



REFUGEES INTERNATIONAL JAPAN  
RIJ (国際難民支援会)

Refugees International Japan (RIJ) operates thanks to **people like you**. No matter who you are, you can make a valuable contribution to our efforts and help refugees and internally displaced people worldwide.

By giving some of your precious time to help raise money, we can fund projects that rebuild lives and restore human dignity in a sustainable and community orientated way.

Thank you!

# WHY FUNDRAISE?

We believe there are now an estimated 16mn refugees and 51mn internally displaced persons (IDPs) worldwide. One in 100 people—equal to half the population of Japan—are victims of other people's conflicts and, as a result, have been displaced from their homes, either as refugees or as IDP.

These people want nothing more than to return to their homes and lead normal lives. Conflict affects world stability and world trade, in addition to the terrible humanitarian effect. We all have an interest in seeing peace established around the world.

## What is Refugees International Japan?

Founded in 1979, RIJ is an independent, not-for-profit organisation dedicated to raising funds to assist refugees who have lost everything as a result of war and conflict. Operating in Tokyo and staffed by volunteers from both Japanese and international communities, we have provided more than \$8mn to over 730 projects in 50 countries. RIJ channels project funds through experienced organisations already working with refugees, ensuring assistance gets to where it is needed most—quickly and directly.

## Why support us?

In situations of war and conflict, refugees lose everything. Their journey back home is long—from initial survival to rebuilding and preparation for final repatriation.

We provide hope to refugees by funding projects that rebuild lives and restore human dignity in a sustainable and community orientated way. RIJ operates according to a strict code of accountability and transparency—so you can see for yourself exactly where, when and how your donation is making a difference.

From funding projects for emergency situations, providing assistance to meet basic survival needs to supporting pilot schemes and distributing grants for training and education—we only work with organisations that have experience and credibility in the field and assess all grant applications against strict funding criteria. Recipients of funds must provide references, audited accounts and written reports, and RIJ will undertake visits to assess a situation first-hand.



# WHAT DIFFERENCE CAN I MAKE?

Even the smallest amount of money can make a huge difference to peoples' lives. The money you raise can help many refugees and IDP throughout the world transform their lives. Examples of how your money could help:

**¥750**

could help provide craft materials to a South African woman for a month of classes, giving women the chance to become self-sufficient and provide for their children.

**¥1,000**

could help provide a teacher for one month for people living in camps along the Burma-Thai border, providing education and hope for young people to rebuild their lives.

**¥1,500**

could help provide a family with water sanitizers and mosquito nets in northern Uganda, reducing the risk of malaria and the associated medical costs.

**¥2,000**

could help provide a baby kit to a pregnant woman in Burma, giving their children a better start in life. The kit provides basic hygiene supplies including soap, nappies and baby clothes.

**¥2,500**

could help provide returnees to South Sudan with the tools to set up their own micro-business, creating a sustainable income for their families and the local community.

**¥3,000**

could help provide an elderly IDP in Columbia train as a mentor to become a strong male role model for the younger IDPs who are vulnerable to being recruited by drug gangs and leading a life of violence.

**¥5,000**

could help provide resettlement kits to refugees returning home to northern Uganda. The kit provides seeds, tools, kitchen items and hoes for farming.



# FUNDRAISING IDEAS

There are many ways to raise money and, as long as it's safe and legal, we encourage you to be as creative as possible. If you have a particular skill, sporting goal or just a general willingness to raise money, we trust you will produce a good idea. However if you are stuck for inspiration, take a look at our fundraising ideas:

## Organise a karaoke night

Charge for entry or per song and award prizes for the best and worst singers and group performances.

## Throw a party

Charge for entry or party games to be played at the event.

## Host a pub quiz

Charge for entry and ask local businesses to donate prizes for the winners.

## Organise a craft sale

With friends, each bring 10 items you have made to sell at your local school or community centre.

## Host a sponsored walk

Conduct a guided tour of your local area or scenic route nearby with interesting facts and local history.

## Hold a sports competition

If you are a member of a sports team, set up a friendly competition and charge for entry and award prizes to the winners.

## Sponsored challenge

Have you ever wanted to climb a mountain, run a marathon or simply learn to swim? Why not challenge yourself and get sponsored?

## Host a clothes swap party

If you have clothes in your wardrobe you hardly wear or have never worn, swap them with your friends.

## Put on a show

If you can sing, dance or otherwise entertain stage a concert or show and charge for entry.

## Run a sweepstake

With friends or colleagues, bet on a big sporting event or competition and give RIJ half the winnings.

## Tasty treats

Charge friends or patrons a set price for a tasting menu and give the proceeds to RIJ.

# TOP TIPS

**1****Designate roles**

Once you have decided on an idea to raise money, put the most organised person in charge. We also recommend appointing a treasurer to make sure all the money is collected at the end of the event.

**2****Get a little help from your friends**

It's always more fun working with your friends—they may suggest a venue, help volunteer on the day, tell more people about your event or simply donate money.

**3****Advertise your event**

We have created downloadable posters and flyer templates for you to use—but there are many other ways to advertise your event. Use social media to inform your friends and let us know what you are planning too, so we can add it to our website and Facebook page.

**4****Explain how the money helps**

People often like to know exactly what they are giving money for and once they hear about the difference it makes to refugees and IDP across the world, they may want to give more.

**5****Decide how to collect the money**

You could use a sponsorship form, sell tickets for your show or collect everyone's money on the day. Whatever you do, make it as easy as possible for people to open their wallets—and don't forget to give it to RIJ at the end!

# FUNDRAISING GUIDELINES

Please take a moment to read the following information before you start:

## General fundraising guidelines

- Please make sure your fundraising materials—posters, emails, flyers and online advertising—include the line “In support of Refugees International Japan.”
- Your fundraising materials must not suggest that you represent the charity, only that you are fundraising in support of us.
- When referring to our organisation please use our full name—Refugees International Japan—to maintain clarity. The initials RIJ shouldn’t be used as there are many other organisations with these initials.
- If you are planning to raise money for RIJ, please let us know at the earliest opportunity so we can offer information, advice and support.
- We don’t advise you to collect money in a public place or door-to-door. If you choose to do so, you must check with the local authority or the owner of the venue to ensure they don’t have restrictions on collecting money in a public place or particular venue.
- If children under 16 are involved in fundraising in any way, please make sure they have permission from their parent or guardian, and are properly supervised by a responsible adult.
- Always consider whether appropriate insurance cover for your fundraising activity is needed and ensure participants are fully briefed about the activity.



## Disclaimers

- Please be safe. While we really appreciate your support, RIJ is not responsible for organising, supervising or hosting your fundraising activity. All activities, and participation in them, are at the organisers’ and participants’ own risk.
- RIJ does not accept responsibility or liability for any loss or damage, or for any death or personal injury arising from any fundraising activity, including liability as a result of negligence.
- If you wish to donate to RIJ or sponsor anyone for their fundraising activities, please note that your donation or sponsorship payment is non-refundable. If you sponsor someone to attempt an activity in support of RIJ, your sponsorship is not conditional on the activity being completed.

## Payment

Payments are accepted through:

### Website:

[www.refugeesinternationaljapan.org](http://www.refugeesinternationaljapan.org) and click “Make a Donation.”

**Credit card** (for bank accounts in Japan)

**PayPal** (for international bank accounts)

### Bank transfer:

Mizuho Bank

本店 (main branch) #001

普通口座 (ordinary account) 1095727

一般財団法人国際難民支援会

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# THANK YOU!

Your support really does make a difference  
to the lives of refugees across the world.

Thank you very much for choosing  
to fundraise for us.

If you have any questions, please contact:  
[enquiries@refugeesinternationaljapan.org](mailto:enquiries@refugeesinternationaljapan.org)

[www.refugeesinternationaljapan.org](http://www.refugeesinternationaljapan.org)