



FOCUS Ireland

ORGANISE YOUR OWN
EVENT GUIDE



#### WHY DO WE NEED YOUR SUPPORT

#### Homelessness affects real people;

men, women, children, families, young people, elderly, and people with disabilities. Focus Ireland is driven by the fundamental belief that homelessness is wrong. We work to prevent homelessness and find sustainable long-term solutions to help people leave homelessness forever.



## LATEST HOMELESS FIGURES\*



1,994 Number of families



**4,170**Number of children



**1,665** Number of young adults (18-24) Official number of people who are homeless and relying on emergency homeless accommodation.

Over 13,841 people are currently experiencing homelessness in Ireland.

\*Latest figures are correct as of February2024. Please visit the Focus Ireland website for updated figures: www.focusireland.ie

#### **WHO CAN TAKE PART?**

Everyone can take part and help fundraise - we are calling for all talented musicians, choirs, singers, buskers, community groups, clubs and schools, whether you're a solo artist, part of a band, or part of group showcasing your collective creativity - we want YOU to take centre stage at The Big Busk for Focus Ireland!







## ORGANISE YOUR OWN EVENT



## **CHOOSE YOUR EVENT LOCATION**

You can choose where and when it suits you. Consider local venues such as schools, community centres, shopping centres, etc.



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# **PLAN YOUR EVENT**

Take the lead and organise a busking event in your local community to be a part of The Big Busk taking place across Ireland.



Set up and personalise your **fundraising page** on <u>The Big Busk</u> website. It takes less than 5 minutes!



# SPREAD THE WORD!

Make sure your friends, family and colleagues know about your local busking event and share an invitation.



On **Friday 12th April**, take part in our collective movement to raise vital funds for homeless services.









## HOW TO ORGANISE YOUR OWN BUSK? - BEFORE THE DAY



**Location:** When choosing your event location you should consider local venues who may be able to host your event. Please ensure that you have the **necessary permissions** from your chosen venue. We advise that you do not busk in open public spaces i.e., streets, or public parks, unless you have the correct permits.

**Health & Safety:** We would advise that you conduct a thorough risk assessment of your busking location before the day. Make sure that the location is safe and that you have sufficient space for equipment and yourself (or group).





**Let's start fundraising:** First step? Simply ask! Share your fundraising page and ask your friends and family to support your busk and help you reach your fundraising goal. Every contribution counts and all funds raised will help people who are experiencing, or at risk of, homelessness.

**Promote your event:** Spread the word within your friends, family, neighbours, colleagues, and community. Use social media, posters, flyers, emails, local media and word of mouth to promote your event. Be active on Social Media, using **#TheBigBusk** and tag Focus Ireland to get even more people involved.





**Be prepared:** First things first - make an event checklist to ensure everything is on point: busk set-up, sound check, lighting, props and decorations, tasks for your helpers, and don't forget to add some rehearsals to your diary in the lead up to The Big Busk!

**Event Support:** Get help from friends, family, colleagues, or your local community. Ensure you have enough help to set up, collect donations and clean up after your busk.









## **HOW TO ORGANISE YOUR OWN BUSK? - ON THE DAY**

**Event set-up:** Arrive early to your busking location and make sure everything is set up with help from friends and family. Check your equipment and complete some final sound checks for the best performance!





**Encourage donations:** Make donating easy for your audience. Download and print your personalised QR poster which links directly to your fundraising page, and have collection boxes available for any cash donations...

**Run your Event:** Be proud that you are joining hundreds of people across the country to sleep out against homelessness. Share your photos and videos on your social media and use the dedicated hashtag #ShineALight, tag Focus Ireland and don't forget to ask for donations!

#### BE A PART OF THE BIG BUSK FOR FOCUS IRELAND AND ENJOY THE DAY!









# SENDING YOUR DONATIONS

#### **DONATE ONLINE**

If you have set up an online fundraising page on <u>The Big Busk website</u>, your supporters can donate **directly to your fundraising page** which will automatically transfer your donations to Focus Ireland.

Share your fundraising page link via email and social media. Alternatively your supporters can find your fundraising page on the website by selecting 'Donate to a busker' and searching for you.

If you have collected any cash donations, you can also add this to your fundraising page by selecting **'Bank my funds'** on your personal fundraising dashboard.



# CHEQUES/CASH

Cash collections and donations made by cheque can be sent to our office at the address below. Please be sure to make all cheques payable to:

Focus Ireland, 9-12 High Street Christchurch, Dublin 8

Please make sure to include your **name/details**, and reference that your donation is towards **The Bia Busk**.

#### **BANK MY DONATION**

You can make the donation directly to our bank account using the details below. Please make sure to add your **name/details** when transferring donations and **reference The Big Busk!** 

Name: Focus Ireland

IBAN: IE91BOFI90001752714566

Sort code: 90-00-17 A/c No: 52714566 BIC: BOFIIE2D







#### **CONTACT INFORMATION**

The Focus Ireland team is here to provide you with the guidance you need to organise a successful busking event. If you are wondering about your choice of location, how to plan your busk, or have any other questions, please don't hesitate to contact us.

T: 01 881 5900

W: thebigbusk.focusireland.ie

E: busk@focusireland.ie

Together, we have moved one step closer to ending homelessness.





