

Shine A Light Night

Proudly supported by
Bord Gáis Energy

Shine A Light Night
'Host Your Own' Guide for Companies

FOCUS
Ireland



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.

Shine A Light Night is our flagship fundraising campaign. Together, with the support of Bord Gáis Energy and your amazing fundraising, we're aiming to raise **€1.5 million** to support people experiencing homelessness across Ireland.

Shine A Light Night

10,325 people are homeless in Ireland.
3028 are children.*

Before Shine A Light Night

At work

Host a sleep-out at your workplace. Ensure the spot you choose is safe and not in a public place. Some ideas could be the office carpark or outdoor green space, the lobby floor or a meeting room floor. Make sure you have access to bathroom facilities and that you follow any health & safety guidelines!

At home

Host a sleep-out at your home with your colleagues. You can bed down in your garden or on your living room floor. Ensure the spot is safe, not public, and not your usual comfy bed. Make sure to log onto Zoom with your colleagues and wish each other luck before bedding down for the night!

Health and Safety

- Please do not sleep in a public space – this is to ensure your safety and respect the dignity and privacy of those who are genuinely sleeping rough.
- If you have a chosen venue outside of your home, please make sure you have obtained the necessary permissions from the venue owner or management
- Before you choose your sleep-out spot at your location, make sure to have a look around and consider the risk in the immediate area i.e. broken glass or rubbish. Consider where water will drain in the event of rain and avoid settling in a spot where water may pool.

Insurance

Please consult with your company's insurance provider as Focus Ireland cannot provide cover for your event.

Organise a learning session

If you would like to organise a virtual learning session with the Focus Ireland team, we would be happy to present on Shine A Light Night to your company and talk about the work of Focus Ireland. Just e-mail us at corporate@focusireland.ie to set up a session.

Join our Shine A Light Night Webinar

We are hosting a webinar on Friday 16 September where Focus Ireland staff will discuss the work we do and why you Shine A Light Night fundraiser is so important to us. It's a great opportunity for you and your team to ask questions and get ready for the big night!

On Shine A Light Night - Organisers

Event details

Date: Friday 14 October

Time: All night. Join us online from 9 pm – 11 pm for an online schedule of activities so everyone across the country can be a part of Shine A Light Night 2022!

Locations: Your Choice - Home, Garden, Work

'On the Night' Schedule: A special program will be made live on [Focus Ireland : Home](#) on Friday 14 October.

Participant information

As event organisers you will be responsible for relaying site information to all your participants on the night. We suggest hosting a briefing before the night commences, touching on health and safety, available facilities, an agenda if you have planned something specific, and general information about your area of choice.

Internet access for our virtual activities

We have a full schedule of activities to join during the night so everyone stays connected no matter where they sleep out! These include talks from people Focus Ireland has helped through homelessness, as well as interviews with staff and ambassadors. So, make sure you have an internet connection to join us! We also want you to share your experience on the night via social media. Post photos and videos with [#ShineALightNight](#) and tag your company and colleagues!

Access to snacks, warm drinks

It's not a requirement, however, we would suggest having an area for participants to access snacks and hot drinks. This also provides a communal space so participants can gather to socialise before bedding down for the night.

On Shine A Light Night - Participants

If you are sleeping out in the safety and security of your home or workplace, you still need to be prepared for the night, and the outdoor elements! We want you to leave your comforts behind for the whole night from 7pm until you wake the next morning. See our top tips for the night below:

Familiarise yourself with the area

We want you to try and stay outdoors or in your sleep-spot for as much of Shine A Light Night as you can, make sure you have access to snacks, and hot drinks. Know where the bathroom facilities and fire exits are to ensure you are safe and secure for the night! Consult with your company organisers to get all the relevant information you will need.

Dress warm, with lots of layers and waterproofs

The average night temperature in Dublin in October is 8°C. You need to be prepared for wind, rain and the cold, if outdoors. Wear warm clothing and ensure you have waterproof layers. We will provide you with the Shine A Light Night beanie hat, but make sure you bring extra socks, gloves, and jumpers! A hot water bottle is a top tip!

Cardboard/Yoga mats to sleep on

If you are in a sleeping bag, get some cardboard or a yoga mat to sleep on. Another top tip is to line your sleep spot and sleeping bag with bin bags to ensure you stay as dry as possible!

What not to bring

A few suggestions to avoid any disruptions to your night:

- Anything of notable value – Jewellery, large sums of cash, tech equipment iPads/kindles, etc.
- We strongly suggest that tents are not used on the night, they are a potential fire hazard but more importantly, they prevent you from having the true experience of Shine A Light Night.

After Shine A Light Night

Well done for sleeping out in solidarity with people experiencing homelessness and raising vital funds for Focus Ireland! Here are some top tips to boost your fundraising and help generate awareness about homelessness.

Organise a debriefing

Host a Shine A Light Night debrief to discuss what you learned from the sleep-out. Invite the wider organisation and discuss how you felt and what the experience taught you.

Share your experience online

Share your photos and videos on your social media and use **#ShineALightNight**. Tag Focus Ireland, your company, and your colleagues in the posts. People want to hear why you decided to take part and how the experience was; so tell your supporters and share your page to gain more supporters!

Check for matched giving

Check if your company offers a gift-matching programme. Some companies will double their fundraising efforts to support a good cause.

Post on your company social media, website or intranet

You should be proud of the fundraising you and your colleagues achieved! Post about your achievement on your company social media, intranet or website to help build awareness for Focus Ireland and the message to end homelessness.

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The Focus Ireland team are here to help. If you have any questions, please feel contact us.

E: corporate@focusireland.ie

T: 01 881 5900

W: shinealight.focusireland.ie

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

Thank you!



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Disclaimer: You will be taking part in Focus Ireland's Shine A Light Night at your own risk. Focus Ireland cannot be held responsible for loss or damage to personal effects, for personal accidents, for injury or loss to third parties.