

Fundraising Information Sheet - Safari Supper

Introduction

A safari supper is a sociable and fun way to raise money for your group. It takes the form of a dinner party in which each successive course is prepared and eaten at the residence of a different host. Alternatively, each course could be eaten at a different community establishment, or the whole group could gather in a village hall or church to start the evening (perhaps with a welcome drink) before moving on to their first venue, or end the evening (perhaps, again with a farewell drink and after-dinner mints), which would add to the sense of sociability and community.

Planning and Preparation

Although a straightforward idea, safari suppers do require careful planning and preparation. Recruit willing hosts within your village or community (ideally people who live near to each other). Decide who will provide which courses. Decide upon a fixed price per participant.

You can choose to either limit the event to those who are hosting or invite lots of guests. If lots of people want to take part, then some courses could be held in a local community building (e.g. village hall, school) , or several safari suppers could run concurrently.

Decide whether you want to have a theme (e.g. French, Spanish, Caribbean, seasonal food) and if it's to be run in the Summer time, whether you might prefer to hold it alfresco in people's gardens. If it's a regular event, a theme may keep things fresh and provide interest and variety!

Publicise your supper with friends from your group, club, church, community. People will need to sign up in advance so that the hosts know how much food to provide. You can use local newsletters, noticeboards, email and announcements as well as personal invitations.

Once you have your guest list, divide the list between the hosts to make a good mix and ensure that everyone knows the date, time and location of their first course and the names and addresses for all parts of the dinner.

Running the Event

Hopefully, everyone will have a fantastic time eating a variety of delicious food and enjoying a healthy stroll between courses.

Timing this event right is crucial, so that everyone moves on at the same time. Assuming you are holding a three course meal, a good basis to work on is an hour in each place and 15 minutes change over. So if the first house opens its doors at 7.00pm, guests will leave

at 8.00pm, the second host will expect guests for the main course at 8.15pm and guests will leave at 9.15pm. The third host will expect guests for dessert at 9.30pm. If you want to add courses and include a communal welcome drink and/or farewell drink you can adjust your times accordingly. A 15-minute warning to guests before it is time to leave their host will allow conversations to be finished and give time for coats to be found, without a mad dash.

Don't forget your camera, as a follow up article in a local newsletter, or on your website will give your group welcome publicity and may encourage more interest for next time.

If you are a registered charity, organise for guests to complete a Gift Aid declaration, which will enhance every £1 given to £1.28 for your cause.

Afterwards

Do write and thank your hosts!

Ensure that all payments are promptly banked and the paperwork is completed if you are claiming Gift Aid.

A write up of the event for your website, newsletter or local paper will raise awareness of your cause and perhaps encourage more people to join in next time.

What you need to know

Unless you restrict ticket sales to private invitation only you will need to apply for a liquor licence;

Make sure each venue has adequate parking and that all the guests know how to get there;

Ensure that lifts are available for those guests who may have had too much to drink to drive home safely.

Useful References

Books

Tried & Tested Ideas for local fundraising events, by Sarah Passingham ISBN 1 903991 37 4

Need to know? Fundraising, by Michael Norton ISBN 978 0 00 724665 6