

HOW TO PLAN A TOURNAMENT

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STUDENT GUIDE TO FUNDRAISING WITH AMNESTY

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THE TEAM

The size of your team will depend on the tournament you choose. We have even seen successful events organised by one person! Here are some roles to consider.

RECRUITER

Responsible for enough people/teams signing up to the tournament. The best place to go for teams is societies.

LOGISTICS COORDINATOR

Sets up schedules and ensures start and finish times. If several games or matches are running at once, whose playing who and when?

CATERER

Gathers all supplies needed. If you're holding a five-a-side tournament, you will want drinks available to players. If it's a video game or board game tournament, snacks will be appreciated.

PUBLICITY MANAGER

Promotes your tournament: posting on social media, creating a fun hashtag, and for bigger events, getting in touch with local and student press, putting up posters.

TOP TIP: If you don't have the capacity to organise a big event, think about small, informal tournaments in your student houses or halls. This works well with a card, board game or video game night. All you need are friends who pay a small fee to take part.

THE VENUE

If it's a sporting activity, can you use university facilities, or a nearby park or sports centre? Ask university teams and others involved in sport where they play locally. Some venues allow you to book a pitch or courts for free if it's a fundraiser.

For other tournaments, your venue will be quite different. You'll need a space with several screens, games consoles and controllers for a video game tournament – and a game with multi-player mode. For board game tournaments, find a space for several tables and boards. Get local businesses or the Student Union involved in the loan of equipment and premises.

THE PRICING

Charge a pay-to-play fee and offer sponsored prizes for the winners. If there are costs involved in the venue and equipment, include them in this charge. If you don't have a dedicated prize, split the pot between the winners and Amnesty International UK.

TOP TIP: Ask local businesses to donate prizes – we can write a letter to help with this. Please let us know by emailing fundraise@amnesty.org.uk. This way all the funds raised can go to Amnesty International UK to help support vital human rights work.

THE RESOURCES

Make sure you promote Amnesty International so people know your tournament supports a good cause. Consider running an information stall alongside bigger events. We can send you campaigning materials, posters, plus collection buckets and cards readers to set up for spectators to donate. Email fundraise@amnesty.org.uk

Also think about:

- Winning prizes
- Equipment for your chosen activity
- Team kits
- Running a raffle