



Scan here to donate



FoodCycle CommuniTea Party



Fundraising Pack

Help us raise vital funds to make food poverty and loneliness a thing of the past

www.foodcycle.org.uk

Registered charity no. 1134423

Company limited by guarantee no. 7101349



[@foodcycle](https://www.facebook.com/foodcycle)



[@foodcyclehq](https://www.instagram.com/foodcyclehq)



[@foodcycle](https://twitter.com/foodcycle)



[@foodcycle](https://www.linkedin.com/company/foodcycle)



Registered with
**FUNDRAISING
REGULATOR**



Thank you for downloading this fundraising pack!

Inside you will find tips for hosting your own tea party in aid of FoodCycle, printable materials to help make your event a success and some inspiring cake recipes to try out.

We hope that you have a great time hosting your CommuniTea Party and can't wait to hear all about your event.

Happy Baking!

Scan here to donate



About FoodCycle



FoodCycle supports some of the most vulnerable people in society by serving tasty lunches and dinners in towns and cities across the country. Many of our guests struggle to afford the basics to eat and many will eat alone without company or conversation.

At every meal, volunteers and guests sit down to eat a meal together. Conversation flows, barriers are broken down and friendships are formed.

For more information on our work, take a look at our website [here](#).

Your Support

Since the start of the pandemic, we have had to adapt our services in order to continue to support some of the most at risk members of our communities. Now, as restrictions ease, we are thrilled to be able to return to community meals.



£5

Pays for 3 meals and extra food surplus to support guests throughout the week

£25

Can provide 17 cooked, healthy meals for vulnerable people

£100

Can fund kitchen equipment to prepare delicious meals

£250

Is enough to recruit and train a Project Leader to help run community meals

Hosting Your Own Tea Party



Decide on a venue (could be your home/ garden, a village hall or your workplace)



Choose a date and time – try to make it accessible to as many people as possible so take work/ school hours into consideration



Invitations – how are you planning to let people know? You could put up flyers or publicise the event on a local social media page. You can find print out invitations at the end of this pack to help spread the word



Local support – do you have a local bakery or supermarket who might like to support you by donating some produce?



Don't forget to let your guests know that for the price of just a cup of tea and a slice of cake, you can donate a three-course meal for a vulnerable person!



Tips for hosting a successful event



To ensure that people know that your event is in aid of FoodCycle have some leaflets available, or you could say a few words to let people know about our work to explain why raising money is important



Make sure that your guests know how to donate. This can be either by heading to www.foodcycle.org.uk/get-involved/donate-communitteaparty/ or by scanning one of the QR codes in this document



Decide whether you're going to do all the baking yourself or encourage others to bring cakes



How about holding a fun competition, such as 'Guess how many potatoes in the bucket' or 'spud and spoon race'. Encourage local companies to donate prizes



Make sure that all the food you're selling is clearly labelled with allergen information (gluten/ dairy/ nuts etc.). For more information on this head over to the [Food Standards Agency](#) for further advice



Remember to post about your event on social media to encourage donations – don't forget to tag us:



[@foodcycle](#)



[@foodcyclehq](#)



[@foodcycle](#)



[@foodcycle](#)



Logistics



- 🍓 Decide how you're going to charge for the event (an entry fee/ a standard price per cake/ let people who bake decide the cost of their produce)
- 🍓 Donate the money you raise by following this [link](#), or by scanning one of our QR codes
- 🍓 Count, record and send the money you have raised to us as quickly as possible. We advise that you share this responsibility with someone else to guarantee transparency and ensure that there aren't any financial errors. There is a cash counting form at the end of this pack to help make this an easy task
- 🍓 Does your employer offer matched giving? If so, you may be able to double the amount you raise
- 🍓 Keep your fundraising legal and be aware that you may need a licence to hold a raffle. You can check the rules on your local council's website
- 🍓 Make sure to follow the latest government restrictions on coronavirus





Recipes







On the next few pages you will find some of
our favourite fruit and vegetable based
bakes, perfect for selling at your FoodCycle
CommuniTea Party!



Apple Scones



Ingredients

-  225g self-raising flour
-  85g margarine
-  85g caster sugar
-  1 large Bramley apple, finely diced
-  2 eggs
-  A sprinkling of demerara sugar to top











Method

1. Preheat the oven to 200°C.
2. In a bowl, rub flour, margarine and sugar into breadcrumbs.
3. Add eggs and diced apple and a little milk if the mixture is dry.
4. Sprinkle with demerara sugar and place on a lined baking sheet in the oven to cook for 30-35 mins.

Becca's Black Bean Brownies

Vegan and Gluten Free

Ingredients

-  2 tins black beans
-  4 tbsp cocoa powder
-  80g oats
-  2/3 cup maple/golden syrup
-  4 tbsp brown sugar
-  120ml vegetable oil
-  2 tsp vanilla extract
-  1 tsp baking powder
-  200-400g chocolate chips
-  Pinch of salt










Method




1. Grease and line an 8 x 8 inch tin and preheat your oven to 180°C.
2. Blend all the ingredients except the chocolate chips together in a food processor.
3. Stir in the chocolate chips and pour into your prepared tin.
4. Bake for 15-18 minutes, then let cool at least 10 minutes before trying to cut. If they still look a bit under-cooked, you can place them in the fridge overnight and they will magically firm up.

Carrot Cake






For the carrot cake

-  150g butter, melted, plus extra for greasing
-  150g soft light brown sugar
-  3 free-range eggs
-  200g self-raising wholemeal flour
-  • 1 tsp bicarbonate of soda
-  • ½ tsp salt
-  • 1 tsp ground cinnamon
-  • ½ tsp grated nutmeg
-  • Zest of 1 orange

-  100g sultanas or raisins
-  • 200g carrots, peeled and grated
-  • 100g pecans, toasted and roughly chopped, plus extra to decorate

For the icing

-  150g full-fat cream cheese
-  50g light brown soft sugar
-  Zest of ½ lemon and a squeeze of juice

1. Preheat the oven to 180°C and grease and line the bases of two 18cm sandwich tins.
2. Put the melted butter, sugar and eggs into a large mixing bowl and whisk well until the ingredients are thoroughly combined and the mixture has almost doubled in volume.
3. Sift together the flour, bicarb, salt and spices and then fold very gently into the liquid mixture, being careful to knock as little air out as possible. Fold in the remaining ingredients and divide between the tins. Bake for about 30 minutes until a skewer inserted into the middle comes out clean. Cool in the tins.
4. Meanwhile, beat together the icing ingredients and refrigerate. When the cakes are cool enough to ice, remove from the tins, top one with half the icing, and then the other cake. Ice the top, and decorate with the remaining pecans.

Red Velvet Cake



For the beetroot cake

- 2–3 large raw beetroot
- 180 ml vegetable/ sunflower oil
- 90g dark muscovado sugar
- 100g granulated sugar
- 2 large eggs
- 150g all-purpose flour
- 1 tsp ground cinnamon
- 1 ½ tsp baking powder
- 1 pinch of salt

For the vanilla icing

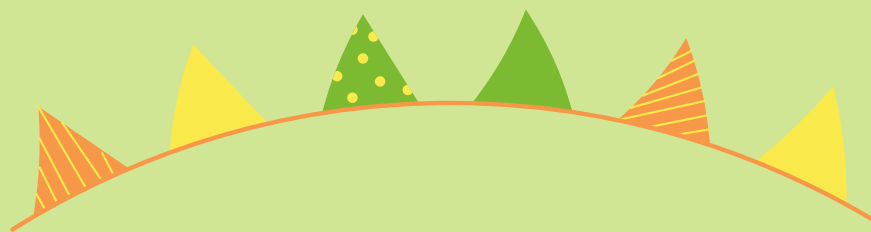
- 225g cream cheese, at room temperature
- 120g unsalted butter, at room temperature
- 100g icing sugar
- 1 tbsp double cream
- 1 vanilla pod, seeds
- 1 pinch of salt

Method

1. Preheat the oven to 180°C and line a 9×9-inch tin with parchment paper.
2. Peel and grate the beetroot finely, and squeeze them to remove excess juice.
3. Whisk the oil with both sugars for a few minutes then beat in the eggs, one at a time.
4. Mix together the dry ingredients and stir them into the wet mixture along with the grated beetroot
5. Pour the batter into the prepared tray, and bake for about 25-30 minutes or until a toothpick inserted in its centre comes out clean. Let cool completely.

For the vanilla icing

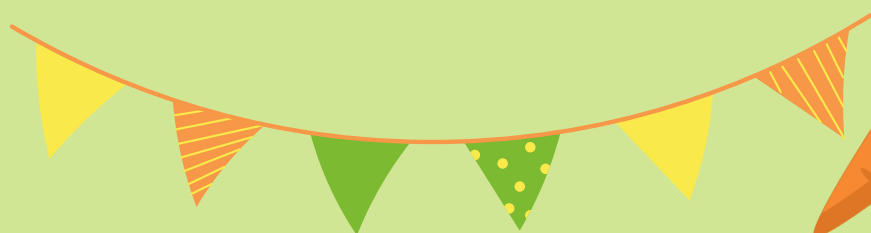
1. Using a handled or stand mixer with a paddle attachment, beat the cream cheese and butter together on medium speed until no lumps remain, for about 3 minutes.
2. Add the icing sugar, cream, vanilla seeds and salt, with the mixer running on low. Increase to high speed and beat for 3 minutes until very smooth.
3. Spread the icing over the cooled cake using a large spatula. Place in the fridge for 3 hours to cool completely. Remove 15 minutes before serving.



Fundraising Materials



Here you will find some
useful printable pages to
help you fundraise easily





We're fundraising as part of the

FoodCycle CommuniTea Party



Help us raise vital funds to make food poverty
and loneliness a thing of the past

£5

Pays for 3 meals and extra food surplus to support guests through the week

£10

Can help stock up a Project's store cupboard for a month

£25

Can provide 17, healthy cooked meals for vulnerable people

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@foodcycle



@foodcyclehq



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You are invited to

.....'s



**FoodCycle
CommuniTea
Party**



Location.....

.....

Date.....

Time.....

**Help us raise vital funds to make food
poverty and loneliness a thing of the past**

Invitations



- 1. Print off this page
- 2. Fill in the gaps
- 3. Cut along the dotted lines
- 4. Give to all your friends and family!

You are cordially invited to my

Held at.....

FoodCycle

Date.....

CommuniTea

Time.....



Help us raise funds to
support vulnerable and
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lonely people

Cake Flags

Make sure to note down whether your cakes contains dairy, gluten, nuts or any other allergens

1. Print off this page
2. Fill in the gaps
3. Cut along the dotted lines
4. Fold around a cocktail stick (seal with glue or a staple)
5. Stick in your cake!




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Cake Labels



Make sure to note down whether your cakes contains dairy, gluten, nuts or any other allergens

- 1. Print off this page
- 2. Fill in the gaps
- 3. Cut along the dotted lines
- 4. Fold in half so that it stands
- 5. Pop it next to your baked goods!

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Count, record and transfer the money you have raised to us as quickly as possible. It's a good idea to share this responsibility with someone else to guarantee transparency and ensure that there aren't any financial errors. Please do not send us cash but instead use the [donate button](#) on our website or scan our QR Code.

Cash counting form



Date:

Income source:

Denomination	Quantity	Total
		£
£50 note		
£20 note		
£10 note		
£5 note		
£2 coin		
£1 coin		
50p coin		
20p coin		
10p coin		
5p coin		
2p coin		
1p coin		
TOTAL CASH COUNTED		

Signed (counter 1):

Signed (counter 2):