

## Boost donations with Gift Aid

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### Why is it so important to Gift Aid?

When you donate to CAFOD and fill in a Gift Aid form, you can increase the value of your gift by 25p for every £1 you give – at no extra cost to you! This extra 25 per cent makes a big difference and means that we are able to support our local experts with additional funding.

In the last year alone we've raised just over £2.5 million through Gift Aid donations from supporters like you. Just think of all the lives that money has changed.

### How does it work?

1. For CAFOD to claim Gift Aid, HM Revenue and Customs requires that CAFOD must be able to match every donation to the donor, which is why it is important these forms are completed.
2. The donor must be a UK taxpayer (and have paid sufficient Income Tax and/or Capital Gains Tax), for CAFOD to be able to reclaim the basic rate of tax paid on their donation, however large or small.
3. Please use the CAFOD Fast Day envelopes, which have the Gift Aid slips on them, and encourage everyone who is eligible to fill in the Gift Aid slip when they donate.

### Information for parish counters

The most important thing for your parish counters to do is to check the donation in the envelope against the amount declared on the Gift Aid declaration.

- If the amount enclosed is the same as the amount declared, please do not change the Gift Aid declaration.
- If the amount enclosed is more than the amount declared, again, please do not change the Gift Aid declaration.
- If the amount enclosed is less than the amount declared, please change the amount written on the declaration to match the amount donated.

Please ensure all donations have been removed from the collection envelope before being returned to CAFOD.

Once the declarations have been checked, please send the completed Gift Aid declarations together with your cheque(s) and completed donation form to CAFOD.

You can use the Freepost envelope provided or post to: 'Freepost CAFOD' (no further address details required).

**For any questions, contact CAFOD on 0300 011 5680 or [resources@cafod.org.uk](mailto:resources@cafod.org.uk)**

**CAFOD**

Catholic Agency for  
Overseas Development

**CORONAVIRUS HAS  
AFFECTED US ALL.**

**THIS FAMILY  
FAST DAY LET'S  
STAND ALONGSIDE  
COMMUNITIES  
ACROSS THE  
WORLD TO HELP  
THEM SURVIVE,  
REBUILD AND HEAL.**

**LET'S HOLD THEM IN  
LOVE AND PRAYER.**

**survive rebuild heal**

## YOUR FAMILY FAST DAY PARISH GUIDE

Family Fast Day is 9 October this year. Every parish is worshipping in different ways. Please do whatever is possible to encourage your parish to give what they can and save lives, either at Masses on the weekend of 10/11 October or at another suitable time.

### Help your parish join us this Family Fast Day (Friday 9 October):

- Insert the bulletin announcement into your parish bulletin and please make sure you include [cafod.org.uk/give](https://cafod.org.uk/give)
- Please make sure the announcement about the coronavirus appeal is read out at Mass (both online or in church).
- Share our coronavirus video and include [cafod.org.uk/give](https://cafod.org.uk/give) on your parish website and parish social media.
- Please display the poster on your notice board as soon as possible.
- Please order a contactless donation device through the CAFOD shop if suitable for your parish - see [cafod.org.uk/contactless](https://cafod.org.uk/contactless)
- Make Fast Day envelopes and prayer cards available in the church if you are able to.

### If you are able to use the collection envelopes please:

- Check that your collection envelopes have arrived (usually with your parish priest) and that there are enough. We will be sending fewer than usual as social distancing will limit congregation size. If you need more, please tell us straight away on **0300 011 5680**

*Continued overleaf*

If counting the collection is possible for your parish given social distancing guidance, please:

- ensure the collection envelopes are emptied, and the collection is counted and checked against the Gift Aid details (see back page). Make a cheque out to CAFOD for the total. Send the donation form (a separate item in your pack), the cheque(s) and any Gift Aid information back to CAFOD, all together in the same envelope - we've provided one. Please ensure no donations are left in the envelopes. **Please do not send cash.**
- Write the total on the thank you poster to display on the notice board (reverse of A4 poster)

**Newsletter announcements**

**Weekend of 10/11 October**

This week our parish is marking CAFOD's Family Fast Day to help people facing the worst of the coronavirus crisis. We've all felt the impact of this terrible disease – let's come together to help the poorest and most vulnerable people in the world *survive, rebuild and heal*. Please pray for all those affected and donate online at [cafod.org.uk/give](https://cafod.org.uk/give) or by using one of the envelopes. You can also give easily via text. **Text CAFOD to 70085 to donate £10.** [Please also add in slightly smaller type]: *Texts cost £10 plus one standard rate message and you'll be opting in to hear more about our work and fundraising via telephone and SMS. If you'd like to give £10 but do not wish to receive marketing communications, text CAFODNOINFO to 70085.*

For more information please see our Privacy Policy: [cafod.org.uk/Legal-information/Privacy-notice](https://cafod.org.uk/Legal-information/Privacy-notice)

**Week after you hold your collection**

Our parish raised a fantastic £\_\_\_\_\_ for CAFOD's coronavirus appeal this Family Harvest Fast Day. Your support will ensure our global family can *survive, rebuild and heal*. Thank you for your generosity, and please keep our global family in your prayers at this time.

If you would like to order prayer cards or more resources, these are available online at: [shop.cafod.org.uk/collections/harvest](https://shop.cafod.org.uk/collections/harvest)



Prayer card



Collection envelope



Poster



**End of Mass announcement**

This week our parish is marking CAFOD's Family Fast Day to help people facing the worst of the coronavirus crisis. We've all felt the impact of this terrible disease – let's come together to help the poorest and most vulnerable people in the world *survive, rebuild and heal*.

Please pray for all those affected and donate online through the CAFOD website, or by using one of the envelopes. You can also donate by text, the details are in the bulletin.

*If your church has a contactless device from CAFOD, please add:*

**Or you can make a contactless donation as you leave church.**

**Global family food!**

This Harvest, as we reach out to our global family facing coronavirus, you can share a simple meal - virtually or physically - with some of our global family food recipes. Or set yourself a cooking challenge!

Share with your parish and online - a great way to connect with your Catholic community:  
#globalfamilyfood [cafod.org.uk/globalfamilyfood](https://cafod.org.uk/globalfamilyfood)

