



HOSPICE
MISSISSAUGA

2025 -2026 TOOLKIT

COMMUNITY EVENTS

A toolkit for members of our
community engaged to raise funds
for Hospice Mississauga.



Artist rendition of the new Hospice Centre in Mississauga

The Toolkit



This guide empowers individuals, businesses, and community groups to successfully plan and execute independent fundraising events to support Hospice Mississauga's compassionate care services. Every dollar you raise brings care, comfort, and dignity to individuals facing life-limiting illness, bereavement, and grief.

About Hospice Mississauga

Hospice Mississauga is a community-based organization that offers hospice palliative care and bereavement support to individuals and families in Mississauga. As a registered charity, we rely on generous community support to provide our services at no cost to individuals who need them.



Hospice Mississauga's
Walking Bereavement Group

Getting Started

1. Choose Your Event

Pick an event that suits your interests and community.

Ideas include:

- Charity walks or runs
- Trivia nights or pub nights
- Garage or bake sales
- Gala dinners or luncheons
- Online crowdfunding challenges
- Golf tournaments
- Birthday donation drives

Tip: Consider the interests and abilities of the people you would like to participate, budget, and what will inspire people to donate.

2. Submit a Proposal for Approval

To ensure alignment with our mission and brand, please complete a [Community Event Application Form](#). We'll review your idea and contact you within five business days.



3. Plan Your Event

Here's a few things to consider:

- Set a fundraising goal: Know how much you aim to raise.
- Secure a location: Check for permits if using public spaces.
- Build your team: Get help from friends, family, coworkers.
- Budget: Set a budget, track expenses and aim to keep costs low.
- Timeline: Plan backward from your event date.

4. Promote Your Event

Make it known! Use:

- Social media (Instagram, Facebook, Twitter)
- Community boards and newsletters
- Posters and flyers
- Email invitations
- Local media or press releases



We can provide a Hospice Mississauga logo, key messaging, and promotional support where appropriate.

5. Collect and Manage Funds

- Set up secure donation methods (cash boxes, online donation pages, e-transfers).
- Cheques should be made out to Hospice Mississauga.
- We can offer a custom online donation page for your event when appropriate.



Note: If donors require tax receipts, please contact us prior to your event.

6. Wrap-Up & Celebrate

- Send thank-yous to attendees, sponsors, and volunteers.
- Share your success and photos — tag us on social media!
- Submit all donations within 30 days of your event.
- We'll provide a formal acknowledgment and, where applicable, tax receipts.



Important Notes

- Events must reflect the values and positive image of Hospice Mississauga.
- Hospice Mississauga cannot provide funding, reimbursement, or licenses.
- We may not be able to provide staff or volunteer presence at all events.
- Use of logo and name must be approved and follow brand guidelines.

Support We Can Offer

- Event planning advice and guidance.
- Borrow Hospice Mississauga's flags & signage when possible.
- Logo and branding kit.
- Social media promotion when possible.
- Charitable tax receipting guidance.



Reiki is just one of Hospice Mississauga's Wellness Programs offered.

Contact Us

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