Jane Tomlinson’s Run for All
Sheffield Half Marathon
Sunday 14 April 2019

GUIDANCE DOCUMENT

TO BE READ BY PARTICIPANTS BEFORE COMPLETING YOUR ENTRY FORM

Event details

- On Sunday 14 April 2019 thousands of runners will descend on the city’s streets to take part in the Run for All Half Marathon.
- The University are calling on 25 eager individuals to run in the event for Student Scholarships, fundraising to give the opportunity to as many students to study at Sheffield.
- With a city centre start and finish, the event boasts a very challenging but super scenic route with stunning views of the Peak District for those who conquer the climb to Ringinglow.
- The event is being organised by Run for All Ltd.
- Development, Alumni Relations & Events (DARE) has purchased 25 charity places and will be responsible for signing up the runners to Run for All.
- The University and DARE take no responsibility for the organisation of the Sheffield Half Marathon event.
- DARE will be organising an area where friends and family can congregate to cheer our team on and raise awareness of Student Scholarships.
- Full details about the event including the route map can be found at https://www.runforall.com/events/half-marathon/sheffield-half-marathon/

Entry

- To register for one of the Sheffield Half Marathon spaces, participants MUST fill out the online Entry Form found on the website – https://goo.gl/forms/F0auUuMODnmy27893
- Places will be allocated on a first come, first served basis.
• Following this should places still be available, invitations will be opened out to other groups.
• We hope to confirm your place within 5 working days of receiving your application.
• Should places become filled we will be asking applicants to join a reserve list. Once your place on the reserve list is confirmed you will be contacted to fill a space.
• After we have confirmed your place, we will enter your name and e-mail address into Run for All’s online registration system. This system sends you an e-mail containing a unique code which you must use to sign up for the event via the official website https://shm2019.eventdesq.com/ it is important that you select the Charity Allocated Place option.

Cancellation

• If you can no longer take part in the event it is important that you notify us as soon as you can so that we have the best chance of allocating your place to another fundraiser.

The event day

• The University of Sheffield will be organising a group of volunteers to help propel runners to the finish line. Further details will be available nearer the day of the run. We would encourage runners to ask their friends and family to join the cheering squad on the day.

Minimum Sponsorship / Fundraising

The 25 charity places have been purchased to help raise funds for Student Scholarships, to give as many students as possible the opportunity to come and study at the University of Sheffield. This is our first Community Fundraising event for Scholarships, and we are hoping to raise over £3,600 from the Half Marathon – enough to cover at least one full undergraduate scholarship for three years. We are looking to build on our Community Fundraising events for scholarships this year with the Big Walk, 10K and over events which are in preliminary stages of planning. This is in addition to any other events organised by members of staff, which for the Scanner included quizzes, bake sales and raffles.

It is hoped that the Sheffield Half Marathon will make a significant contribution to the campaign, and so each participant must agree to raise a minimum sponsorship of £150, although it would be great if many runners can raise significantly more than this minimum.

• Ideally all participants must have raised and paid in all of their sponsorship money by Monday 17 June 2019.
• Participants will be asked to set up a Just Giving page via a specific link in order to raise donations. Please do not set up your page until you have this link. 

Support
will be given to participants in order to help them set up a fundraising page. A fundraising pack will be sent via email to all participants.

- Fundraising can be done offline as well, we encourage participants to ask around their office, friends and family. If participants wish to run a small event such as a bake-sale, we are happy to provide labelled tins/buckets, just drop us an email.
- All runners will receive a “Student Scholarships” branded T-shirt prior to the run.
- The University of Sheffield is an exempt charity (X1089) and Gift Aid can be collected on all eligible donations. The University is registered with the Fundraising Regulator.

**Why Student Scholarships**

Scholarships are vital to reduce barriers for bright students from disadvantaged backgrounds, giving them the opportunity to have a university education.

The experience of going to university is much more than the higher education itself. University is about new insights, friendships, growing in independence and confidence, and leading the way to better-paid jobs and successful careers.

Unfortunately, the cost of university is increasing, which is reducing the number of students able to attend university from lower income and disadvantaged backgrounds. The rising costs are not just tuition fees, but all costs encompassing living such as rent and bills, textbooks, equipment, course field trips, sports, activities and travel costs.

Students who are from lower-income backgrounds often have to turn to loans to cover the cost of living, which can leave these students with debts of over £50,000 or more. Fear of these debts can put off both prospective undergraduates and bright graduates from pursuing further study through a Master's degree.

We are incredibly thankful to all of our Community Fundraisers who this year will be helping us to fundraise for Scholarships to give as many students as possible the opportunity to study at Sheffield.

**Further information and Support**

If you have any questions or would like to get in touch about any aspect of the run, please email the Community Fundraising team at communityfundraising@sheffield.ac.uk. Alternatively, please contact Maddie the Community Fundraising Manager at m.sinclair@sheffield.ac.uk or telephone 0114 2157 056.