



ROC Northern Ireland Winter Coat Project 2023 Information Form

Thank you for your interest in the ROC Winter Coat Project – one of ROC's Compassion Projects taking place across Northern Ireland during October and November.

Please read this information sheet before completing the Interest Form.

Why a Winter Coat Project?

The ROC Winter Coat Project launched in 2022 with 14 groups across Northern Ireland giving away over 3000 coats as well as brand new hats, scarves and gloves.

In 2022, Christians Against Poverty NI (CAPNI) published their On The Edge client report highlighting '**65% of their clients could not afford weather appropriate clothing for themselves or their family**'. A warm coat is a must for all and with the rising cost of living crisis continuing to impact family finances, the project seeks to provide practical support to those finding life tough.

What is the ROC Winter Coat Project?

Very simply, the ROC Winter Coat Project collects good quality pre-loved winter weather clothing such as coats, hats, scarves and gloves for children, teenagers and adults. These are then given away at a pop-up winter coat event in a central community venue.

The initiative is also a good environmental project reducing the number of textiles going to landfill. Above all, the ROC Winter Coat Project is about providing practical support in a dignified and respectful way. In the planning of your project, always keep in mind those who are receiving coats.

Our step by step guide to running your ROC Winter Coat Project...

1. **Let the ROC Team know you're taking part** by completing the interest form. We will help publicise your project. Template flyers and posters are available for you to use.
2. **Organise a time and venue for donations & pop-up winter coat shop** - church halls and community centres are ideal venues for your pop-up winter coat project. Choose a venue that is easily accessible and if possible free! You will need a good sized hall with tables and coat rails to display your items.

For donations, you may want to have a **number of drop-off points** at different times – this ensures you get as many donations as possible! Make sure you have transport to move these donations to your venue.

For your pop-up event day/s, ensure you are **open outside general working hours** such as early evening/weekend.

3. Ask your community for donations of **good quality, pre-loved coats, hats (must be brand new), scarves and gloves**. This is a project the whole community can get behind – get businesses involved as well as other groups, churches and schools.

Sort through all donations – we only want to give coats that are clean, with working zips and can be worn for at least one year. Don't forget to check pockets!

4. **Promote, promote, promote** - Get word out about your project, when and where it's happening! Share on social media as well as send digital or hard copy flyers and posters to schools, retail outlets and service providers such as libraries, doctor surgeries and foodbanks. Don't forget a sign at your pop-up venue!

The ROC Team can provide publicity templates. We will also share about your project on our socials and website.

5. Find **volunteers to help** throughout the different stages of the project – donation drop-offs, setting up, pop-up shop and the clearing up. You will need volunteers for various roles – welcome team, personal shoppers, catering, setting up and clearing up as well as transporting donations.
6. Some top tips for doing your Winter Coat Project
 1. Allocate adequate **time to set up** your venue – it'll take longer than you think to sort through donations, build rails and get your venue ready. A good team of volunteers is advised to help sorting donations and setting up.
 2. **Divide hall into sections** specifically for children, ladies and gents. If possible, have coats in size order with signs at the end of each rail.
 3. **Full-length mirrors and lots of hangers** are a must!
 4. Display hats, scarfs and gloves on tables.
 5. If possible, **serve light refreshments**. It's another great way of getting people along – Coffee Morning with winter coat project! Make sure you have volunteers for this and that it is included in your risk assessment.
 6. **Record the number of people helped** – how many children & adults were supported? How many coats given away? **Do not ask for personal details** - the Winter Coat Project is open to all regardless of income or background.
 7. **Complete Risk Assessment** beforehand in line with the venue's requirements - templates are available from the ROC Team.
 8. **Plan what to do with any left-over coats** – donate to local charity shops, homeless charity, baby bank or clothing bank.
7. **Let us know how you get on**, take photos and tag us in your socials. If possible, the ROC Staff Team will drop in and see your winter coat project in action. We love to hear your stories, so please complete the feedback form and let us know how it went!

From experience, **keeping it simple is best. Always remember your customers those coming to your project - would you or a loved one wear the coat – if not put it in a clothing recycling bin!** Thank you for your interest in the ROC Winter Coat Project. If you've any questions, queries or want to chat with our team about the project, please get in touch via the contact details below.

Contact Details

Keeva Watson - Northern Ireland Development Manager

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ROC Winter Coat Project 2023- Interest Form

Complete details in form below and return to Keeva at
northernireland@roc.uk.com

Contact Information			
Name of Organisation/Church:			
Point of Contact:		Contact Phone:	
Contact Email:			
Are you part of a ROC Action Group?	YES / NO	If yes, what ROC Action Group?	
Winter Coat Project Details			
Area you want to host your Winter Coat Project			
Have you secured a venue for the project?	YES / NO	Where will your project take place?	
Dates, times & venue for donation points		Dates & times for pop-up shop venue	
Publicity			
(Only complete if you want your organisation and project to be promoted on ROC Social Media. By doing so, you give permission for ROC Northern Ireland to publish these details.)			
Group Name:			
Social Media Handles:	Twitter	Instagram	Facebook
Do you want your logo included?	YES / NO	If Yes, please forward jpeg version of logo with this form	

Thank you for registering your interest in the ROC Winter Coat Project 2023.