



2025

Workplace Guide

*Everything you need to know and do to
participate as a workplace this May*



PROUDLY SUPPORTING



STEPPING
STONE
HOUSE



Move together to make a difference

Taking part in **Step by Step: The 46km Challenge** is the perfect way to promote teamwork, connection, fun, and wellbeing, all while making a real difference.

By signing up, your workplace can help provide young people experiencing or at risk of homelessness with safe housing and support through Stepping Stone House, a registered Australian charity.

This guide has everything you need to take part, from how to promote the event to fundraising tips as a team.

**Ready to step up, raise funds and make an impact?
Let's get moving!**



Your Fundraising Impact

Step by Step: The 46km Challenge raises funds for Stepping Stone House which has been supporting children and young people who are experiencing homelessness for over 35 years.



Our mission

Stepping Stone House provides a safe place for children and young people experiencing or at risk of homelessness so they can begin to heal, build resilience, create connections and become the very best they can be.

How we do it

We provide young people with long-term housing and support, across areas of education, employment, life skills, wellbeing, community and independence.



Since 1989, Stepping Stone House has supported over 500 young people on their journeys to independence.



Getting Started

Once you've decided to take part as a workplace, here are the key steps to get started and make the most of the experience.

1



Register Your Team

[Sign up](#) and set up your workplace team by selecting **Create a new team** under Fundraising Page Type

2



Host an Information Session with us

Share the challenge to spark excitement with an info session. Feel free to [reach out to our team](#) for assistance!

3



Spread the Word

Use your internal communication channels to encourage colleagues to join. We suggest sending at least three touch points for best results.

4



Use our Fundraising Resources

Download custom posters, social media images, video call backgrounds and more from our [resources page](#). Post, share or hang these to promote your involvement.

5



Get Whole Teams On Board

Urge teams or departments to join together, and appoint ambassadors to inspire more fundraising and movement!

Fundraising Ideas

Once you've got your team set up, it's time to start fundraising! Here are some activities to try to boost your fundraising efforts.



Raffle or Silent Auction

Why not plan a raffle or a silent auction? You could reach out to your network or suppliers to source prizes!



Bake sale

Gather your team and host a bake sale. You could make it a reward for all the activity you're doing!

Karaoke night

Host a karaoke night with entry fees as donations.



Coffee week

Donate the price of your coffee for a week!



Move together

Host an event to move together in person. Take photos to share and spark interest!



Host a Trivia Night

Organise a trivia competition, where teams pay an entry fee to go towards your fundraising goal.

Workplace Matched Giving

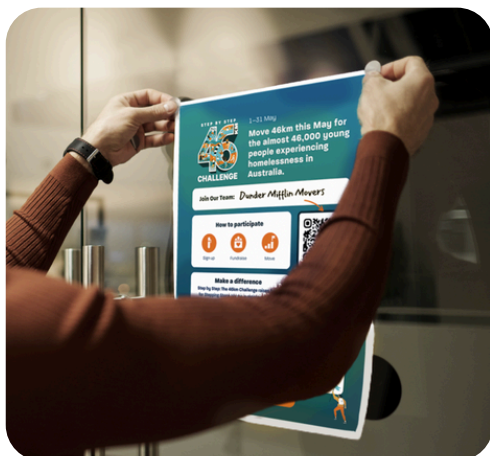
Does your organisation have a matched giving program? These allow your fundraising to be matched dollar for dollar. Reach out to your HR team to find out if your workplace has a policy for matched giving!



Workplace Resources

Presentations and custom support

Our team is here to help. Get in touch to organise a meeting, presentation or chat to learn more about Stepping Stone House and our impact.



Custom Team Poster

Fill in our easy PDF template with your team name and a QR code, and print some custom posters to put up around your office!

[Download Template Here](#)

More Team Resources



Wrapping up Your Challenge

As you approach the finish line of your challenge, here are a few final steps to wrap up your journey on a high note.

1



Make a Final Push for Donations

Collect any last-minute donations before the end of June.

2



Process Any Offline Donations

Ensure all offline donations are banked and added to your individual or team page to be counted towards your total.

3



Thank Your Supporters

Show appreciation to your donors and team mates!

4



Share Your Impact

Celebrate your workplace's achievement by sharing the fundraising total and outcomes with your team.

5



Complete the Feedback Survey

We value your input! Keep an eye on your emails for the feedback survey and let us know about your experience.

6



Register Your Interest for 2026

Join Step by Step: The 46km Challenge again next year!

Support and Contact Info



Frequently Asked Questions

stepbystep46.com.au/cms/faqs



Fundraising Resources

stepbystep46.com.au/cms/resources



General Enquiries

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Workplace and Partnership Enquiries

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