

# Using Your Fundraising Center

## Personalize Your Fundraising

You may change the information that appears on your personal fundraising page.

Personal Picture  No file chosen

Personal Statement

Type in a personal statement, or leave blank to use the default.

Once you have submitted the registration form for the event you will immediately be given the option to upload a photo and a personal statement that will show on your Fundraising Page. You can either do this now, or click on “Do This Later” if you are not ready to take this action at this time.

**Note:** You will also receive an email with the subject “Support us through your webpage” that will include the link to your Fundraising Center (see below). Save this email for future reference.

Confirmation Code: DAP2BJ0

Manage your fundraising by clicking here.

Click here to manage your fundraising or to join / create a team

### Jumpstart your fundraising

Check out your personal fundraising page to begin fundraising and see how easy it is for your supporters to give!

Once you click on “Save Changes” or “Do This Later”, the next screen will present you with the options to “Manage your fundraising” and “Check out your personal fundraising page”. Click on the “Manage your fundraising” link to be taken to your **Fundraising Center**.

## We've created a custom page for you...

<http://www.houstonrav.org/rav-donate/?kwoAdvocateId=DAP2BJ0>

Share this personal fundraising page with friends, family, co-workers and other supporters and receive credit for each gift you inspire! You'll receive a notification email every time someone makes a gift on your page.

Click to go to your Fundraising Center

### Would you like to improve your fundraising?

Our fundraising page management tool helps you to:

- Upload/Update your picture
- Upload/Update your personalized message
- Set a new fundraising goal

<http://www.houstonrav.org/center/?kid=9bss3pv42d6o6m7ww0eik6anm9s4kfak16d4w>

★ Get started today...


## Your Fundraising Center

Your Fundraising Center is the place where you can manage all of your fundraising tasks including uploading a photo, joining or creating a team, tracking your donations, and sharing your unique fundraising URL and page.

**You will be sent an email with the subject “Support us through your webpage” that will include the link to your Fundraising Center. Save this email for future reference.**

Once inside your Fundraising Center you can manage all of your fundraising tasks by scrolling down to each section and clicking Edit. You can edit your image, statement and goal as well as join/create teams, manage your donations and share your page on Facebook, Twitter or via email.

Race for Hope – Advocate Center





NAME  
Richard Dietz

GOAL: \$500.00      TOTAL RAISED: \$230.34

Please help me raise funds for the Abila Foundation and the Race for Hope.

The Race for Hope is one of the premier fundraisers for the those in need. Every dollar you donate helps us provide better services and directly impacts our community.

Thank you for supporting me and the Race for Hope.

EDIT   PREVIEW        SHARE

RECEIPT MESSAGE  
Please provide a donation thank you email.

EDIT

## Update Your Fundraising Profile

The Profile area allows you to change your fundraising goal, upload a photo and update your personal statement, all of which will display on your personal fundraising page.

Simply click on the “Edit” button below the statement to open the Profile edit boxes



NAME  
Richard Dietz

+PHOTO   OR   +VIDEO

GOAL

\$250.00
<b>\$500.00</b>
\$1,000.00
\$2,000.00
Custom Goal

PERSONAL STATEMENT

**B**   *I*   U      

Please help me raise funds for the Abila Foundation and the Race for Hope.

The Race for Hope is one of the premier fundraisers for the those in need. Every dollar you donate helps us provide better services and directly impacts our community.

Thank you for supporting me and the Race for Hope.

SAVE   CANCEL

### You can then edit each section individually:

- Image – click the image and you can then choose to upload a photo or a video
- Goal – select a new goal from the list
- Fundraising statement – edit or write your own personal statement about why you are fundraising.

Once done just click Save and the changes will be immediately reflected on your personal fundraising page.

Donations	TOTAL RAISED
	\$230.34
Richard Dietz rich.dietz@abila.com	\$78.00 10/05/2015
Mary Smith (OFFLINE ●)	\$50.00 10/05/2015
Bill Smith (OFFLINE ●)	\$50.00 08/26/2015
Hi! (OFFLINE ●)	\$2.34 08/24/2015
Mom (OFFLINE ●)	\$50.00 07/21/2015
<a href="#">+ OFFLINE GIFT</a>	

## Monitor Your Donations

The “Donation” section will show you your overall fundraising progress including individuals who have donated online using your personal fundraising page as well as Offline Gifts you have added in manually (see the next section for more details on Offline Gifts).

The information includes your fundraising totals as well as the names and donation amounts for each person that has donated on your personal fundraising page. You can also click on the donor’s email address to open your default email program, with their email address pre-populated, and write each person an individual thank you note.

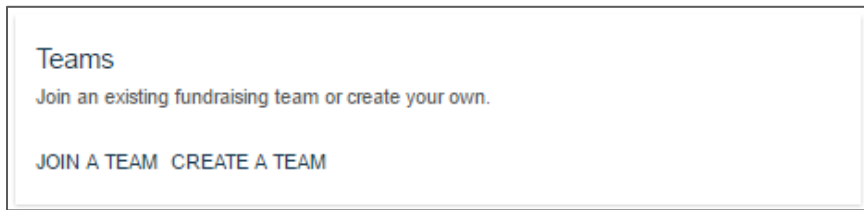
## Offline Gifts

The “Offline Gift” button allows you to enter offline donations and have them immediately be applied to your fundraising totals and show on your personal fundraising page. These “offline donations” can be cash or checks that are given to you instead of an online donation. Make sure to collect these donations and bring them with you on the day of the event to make sure you are properly credited in the final fundraising totals for awards and leaderboard status.

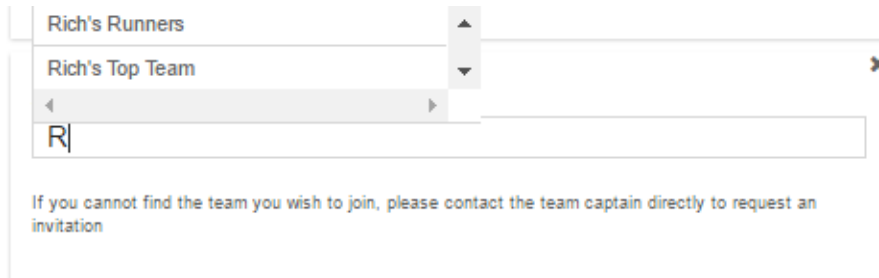
To enter a recognition you simply enter the name and amount of the donation. Once entered the information will be shown in the donations section, while the amount will be added to your totals in the “All Donations” tab as well as your personal fundraising page’s status meter.

## Create or Join Teams

The “Teams” section provides you the opportunity to join a team that has already been created, or to create your own team and invite others to join you.



To **“Join a Team”** click on the link and start typing the name of the team. If you do not see the name of the team you want to join it may be a “private” team. To join a “private” team you will need to contact the team captain and request a team invitation.



If you would like to **“Create a Team”**, simply click the link and fill in the Team Name box and click Create Team.

The team will be created and you will be made the Team Captain for the team. A Team Captain is given a few extra options to manage the team.

- a. **Edit Team** – See step 10 for editing options
- b. **Disband Team** – This will delete the team from all lists and remove all individuals from the team.
- c. **Remove** individual members of the team
- d. **Invite** others to Join the team.

TEAM NAME	
Rich's Slow Runners	
CAPTAIN	MEMBERSHIP
Richard Dietz	Public
TEAM MEMBERS	TOTAL RAISED
Richard Dietz	\$230.34
<input type="button" value="SAVE"/> <input type="button" value="CANCEL"/> <input type="button" value="DISBAND"/>	

On this screen the captain can change the team name, change the captain to be another member of the team and make the team “Invitation Only”.

**NOTE:** If set to Invitation Only the team will not show in the Join Team search and the only way to add members is to send them the “Team Invitation” link.

## My Tools

The “Tools” section provides you with everything you need to share and market your personal fundraising page with your friends, family and co-workers.

### Tools

You can maximize your fundraising by utilizing the tools below.

PERSONAL URL  
<http://abilafundraisingonline.org/advocate-give?kwofrid=DTRV3P3>

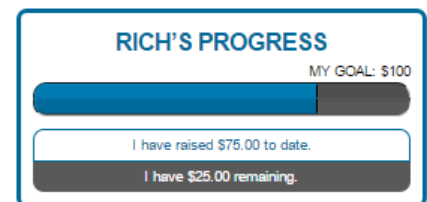
STATUS WIDGET

```
<script  
src="https://widgets.abilafundraisingonline.com/widgets/stat  
us.js?id=49HJXQ9&kfrid=DTRV3P3"></script>
```

DONATION FORM

```
<script  
src="https://widgets.abilafundraisingonline.com/widgets/form  
.js?channel=racehope/givenowadv&kfrid=DTRV3P3"></script>
```

- **Personal URL** – this is the link to your personal fundraising page. You can copy and paste this into an email to share, or simply use the sharing buttons located to the left of the link
- **Status Widget** (if shown) – this is a small piece of code that you can copy and paste on your personal blog or pages and will display your fundraising totals in real time. The “Status Widget” will show the amount of money you have raised, how much you have remaining to reach your goal, and the number of days remaining in the campaign.
- **Donation Form** (if shown) – this is another small piece of code that you can copy and paste on your personal blog or pages and will display your personal fundraising form. The donation form for the Race Against Violence will show right on your website or blog and your supporters can donate right there, with the money going directly to the organization.



## Additional questions? Need help joining or creating a team?

Please contact our Development Coordinator at (859) 233-0044 ext. 252.