



HOW TO START A FUNDRAISER

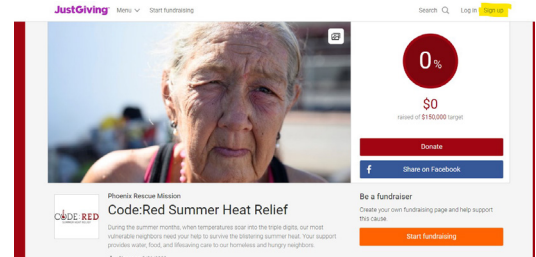
JustGiving Platform Tutorial

START BY FINDING PHOENIX RESCUE MISSION'S CAMPAIGN

- We probably gave you a link directly to our campaign (i.e. Code:Red Summer Heat Relief, Matthew 25 Challenge, etc.)
- If you do not have a link, go to the home page (www.justgiving.com) and use the magnifying glass to search for "Phoenix Rescue Mission"
- You will find all our campaigns when you scroll down to the "Campaigns" section.

SIGN UP AND CREATE A PROFILE

- After finding the campaign, click "Sign Up" in the top corner and follow the directions. (FYI, you do not need to opt in to JustGiving emails. Those emails are not associated with PRM or with donations to this campaign.)
 - *Pro Tip: If you are creating a page for a company, church, or group, use your group name in the "name" space, which will be displayed on your completed fundraiser page.*

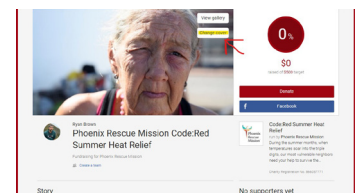


START FUNDRAISING

- Once you are logged into your new profile, click the "Start Fundraising" button
- You will need to fill out a bit more profile information before beginning your fundraiser
- You will be asked "What are you doing?" In most cases, "Emergency aid" will be the best answer. If you are celebrating an occasion, remembering someone, or something else, feel free to select those options!
- Fill out the information to build your page.
 - Most of the time, the Event type is "an appeal for a charity"
 - Give your fundraiser a name in the "Event name" section. Usually the name of the campaign works fine (i.e. Code:Red Summer Heat Relief, Matthew 25 Challenge, etc.)
 - The date can begin whenever you want to start, usually the current date
 - Enter a custom web address or use the pre-filled address they provide for you
 - We recommend opting in to emails from Phoenix Rescue Mission

FINE TUNE TO MAKE IT YOUR OWN

- Once you complete the page builder, you will be taken to your page, which has several options for making it your own.
- By clicking "Change Cover" over the main photograph, it will take you to an area to update the photo and personalize your page.
- You can add your own sentence about what you are doing and why, which will be displayed near the top of your page.
- The story section is pre-populated with a story PRM has provided, but this can be edited to personalize your fundraiser.
- By clicking "Edit your page" near the top of your fundraising page, it will take you to an area where you can make more sophisticated updates to your fundraising page, including target amount, title, photos, and more. You can also cancel or extend the dates of your page here if you wish.



SHARE!

- Your page is complete and it's time to get the word out!
 - Share the link on Facebook
 - Tweet the link on Twitter
 - Email the link to people you know