## To set up an individual fundraising page:

- 1. Go to https://give.classy.org/2018WalkforAnimals
- 2. Click on "become a fundraiser"
- 3. Register using your email address or Facebook.
- 4. Create your own personalized URL address that you can share. When you share your URL with others, be sure to start with *https://give.classy.org/* followed by whatever you want to personalize it i.e. http://give.classy.org/MelindaForAnimals
- 5. Your Headline: Write a brief intro inviting people to make a donation (180 characters max) See sample at "Download Sample Emails and Online Fundraising Templates.
- 6. Insert your own photo (optional) i.e. of you or your pet.
- 7. Set your monetary goal.
- 8. Your Personalized Story: Why are you raising money for CVHS? This is an opportunity to share your passion for animals, your personal story, or more info about Central Vermont Humane Society. You can use the message that is automatically included when you create your fundraising page, or you can create your own personalized message. See sample at "Download Sample Emails and Online Fundraising Templates"

## To join or create a team

This is a fun way for friends, family, or co-workers to broaden their reach and support each other to raise money together. Each team member reaches out to his/her own list of potential donors. And each donation counts toward both the individual and overall team goals. Donors can contribute directly to the team or to individual team members. Teams can also host their own creative fundraising events (like a car wash or dress down day at work).

- 1. Team captain first creates an individual fundraising page, then creates a team (go back to "create a fundraiser" and click on "create a team").
- 2. Team captain enters team name, fundraising goal, team page headline, team page URL, and optional photo. You can also edit and personalize the text at the bottom of the team page.
- 3. To join an existing team, first create your own individual fundraising page, then select "Join Team" and choose the team you wish to join.
- 4. Team members may choose to walk together or individually, or not walk at all. All walkers check in as individuals at the event. Costumes welcomed for people and/or animals.