Setting up your JustGiving Page

Just Giving is our new peer-to-peer (P2P) fundraising platform. Using this platform allows you to collect donations all in one place that will automatically get sent to GSCTX – all you have to do is set it up and send it out!

Follow these steps to create your JustGiving page:

1. Follow this link and click the orange Start Fundraising button.
2. Fill out the form. Your email and password will become your login.
3. Under "what are you doing?" Select do your own thing.
4. Under event type choose appeal for charity. Name your page. You do not need to choose an event date.
5. Confirm your fundraising page web address.
6. Create your page!
7. Now that your page is live, you can start posting the link on your social media or emailing out to friends and family. Please remember to use your individual link when posting your page. You can also click the Share button at the top right of the page. Once you've clicked the share button, you can select the social media you wish to share to and go from there.

Remember that when you fundraise on Facebook, don't add the Facebook fundraise button. Adding that button sends the money to Facebook first and it makes it incredibly hard to track and takes months to get to us.

Editing your page and receiving donations

How do I edit my fundraising page after it's created?

1. In the top left corner, click "Edit your page." You can also click "Change Cover" to the right of the main picture. From here you can edit your title, target amount to raise, cover photo, and story. You can also change your page color, add photos to your gallery, and personalize the thank you message to your donors.
2. When you choose to edit your page in any way, make sure you click the "Save Changes" button before you exit the page.

How do I share my fundraising page with my family and friends?

1. Click the Share button.
2. Choose which social media platform you'd like to share with.
3. Log on and share.

OR:

1. Click the Share button

2. Chose email. This should open your personal email.
3. Send the email.

OR:

1. Copy the link at the top of the page.
2. Email or text the link to friends and family, with a brief description of why you're fundraising.

How do I add offline donations to my fundraising page?

1. If someone sends you a check or gives you a cash donation and you want to acknowledge them on your fundraising page, click "Edit your page" in the top left corner of your page.
2. On the right-hand column on your screen, look under the "Donations made to your page" section.
3. Click "Edit" beside the "Raised offline" section.
4. In the third line, add the amount you've received offline and click "Save." If you receive several offline donations, you will need to add them together and then input the total amount received.
5. If you'd like to make sure that your page reflects the origin of the gift, add an update to thank them. The page update section is underneath the QR code as you're scrolling down.

What if something isn't working?

Follow this link.

Fundraising tips:

- How to tell your story:
  - What are you raising money for?
    - Outline the reasons you're raising money using simple language and short, punchy sentences.
  - Why do you care?
    - Explain why you care about Girl Scouts and tell stories if possible. People don't care what you do, they care why you do it!
- Make sure to thank the people who have given to you
- Either you or someone you know should donate to your page before posting it online (if possible!). Studies show that fundraising pages that receive at least one donation within 48 hours raise more money overall.
- Please share the link to your Just Giving fundraising page on your social media or email it to your friends, family, and peers.

- Please note that linking to your Just Giving page is better than making a Facebook fundraiser. We don't get money raised on FB in a timely manner, so it's hard for our accounting department to track those funds and give you credit for raising them!

Troubleshooting

I posted my fundraising page on Facebook and donations are appearing on my Facebook post that aren't on my JustGiving page.

1. If you included the donate button on the Facebook post then the donations were processed by Facebook, not Just Giving.

2. Contact Rae at rache1t@gsctx.org and let her know what happened. The money will eventually reach Council and she can add it to your fundraising page as an offline donation.

How do I resize my photos if they don't fit on my fundraising page?

You can use Microsoft Paint to resize images following these simple steps:

1. Open image in Paint.
2. Choose resize in the Image tab. The photo should be no larger than 800x600 pixels.
3. **Click ok.**
4. Save photo as a .jpg or .png file.

If you do not have Paint, Canva (www.canva.com) is a free digital editing tool that is easy to use. Please contact Rae at rache1t@gsctx.org for help with Canva.