

Instructions for Creating Fundraising Page

- 1) Go to: https://readtoachild.networkforgood.com/projects/51446-read-to-a-child-help-kids-in-need-love-to-read
- 2) Click on "Start you fundraiser"

Start Your Fundraiser

(upper right hand corner of the screen)

- 3) Enter first name, last name, email address, and create a password. Click "Continue"
- 4) Give your fundraising page a name for example: "Mark's Fundraising Page" or "ArcLight Capital's Fundraising Page" or "South Florida Regional Board Fundraising Page"
- 5) Add a photo to upload (we recommend a "selfie" with your favorite children's book or a group photo) Note: It may not show you a photo preview, so you might have to wait until you hit "Save and Preview". If it doesn't look right, then you can hit "Edit Page" and make changes.
- 6) Add a fundraising goal for yourself (do not include any symbols such as "\$" or commas)
- 7) Add a "Primary Call to Action" tell others why they should give, for example: "Help Kids in Need Love to Read!"
- 8) Tell your friends why you are raising money for Read to a Child
- 9) Click "Save and Preview"

Save and Preview

10) If it looks good, then click "Submit for Review" of the screen)

SUBMIT FOR REVIEW

(at the very top

- 11) Read to a Child will approve your page within 24 hours
- 12) Before the campaign starts, Read to a Child will send you a "toolkit" filled with examples of email appeals, texts, Facebook posts, and more!

We hope this will make it as easy as possible – just add in the link to your fundraising page, and start fundraising!

Watch our video tutorial for further instruction: https://tinyurl.com/createapagevideo

If you have any questions, please contact kelsey.landeck@readtoachild.org or (781) 489-5910.