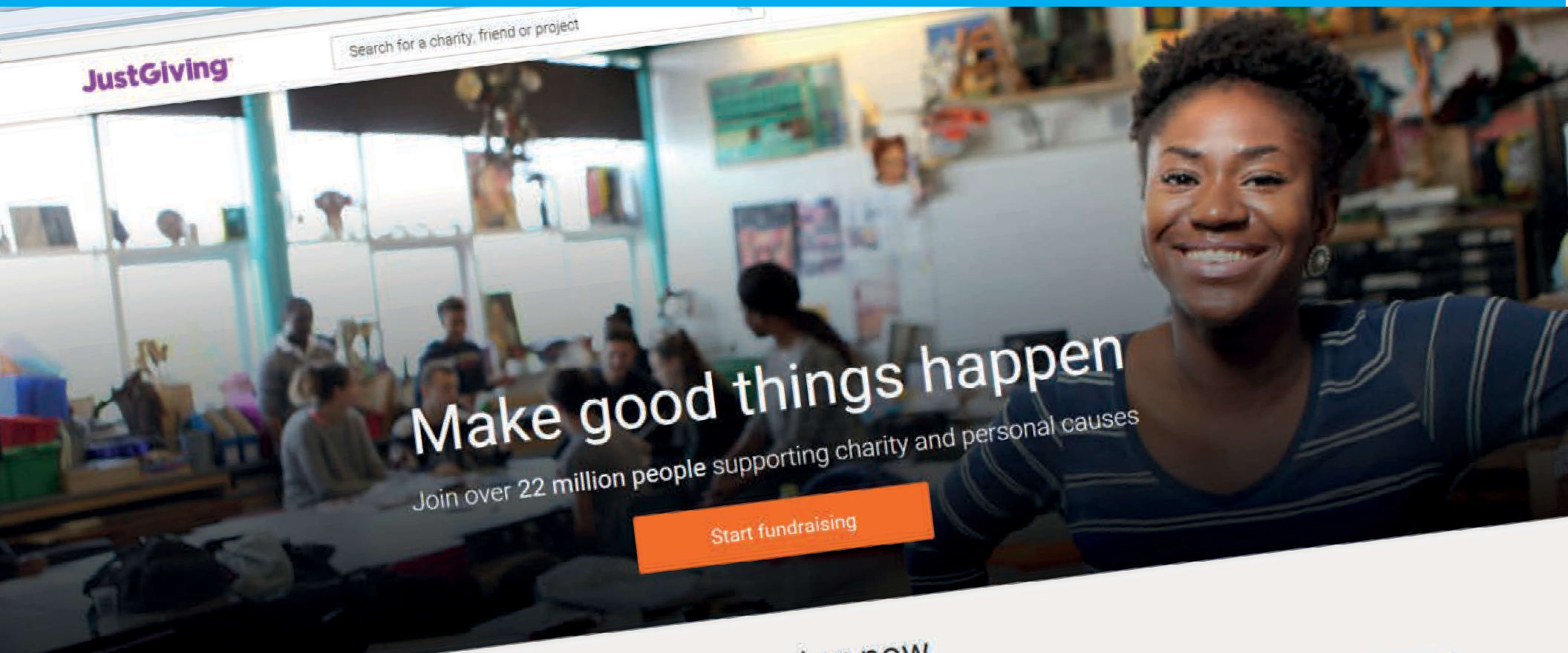


How to set up a JustGiving fundraising page



The Prince & Princess
of Wales Hospice



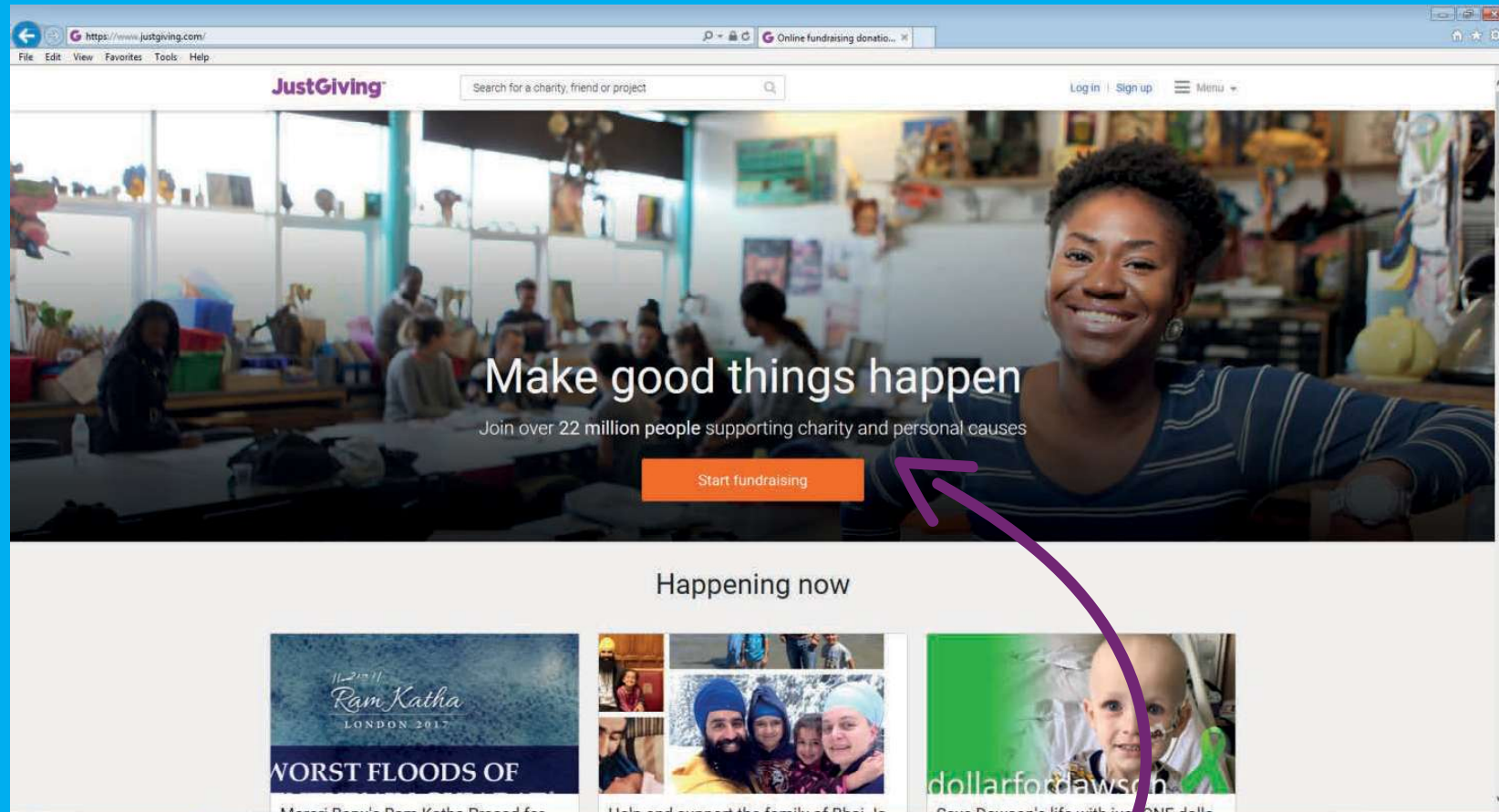
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How to set up a JustGiving fundraising page

JustGiving™



The Prince & Princess
of Wales Hospice



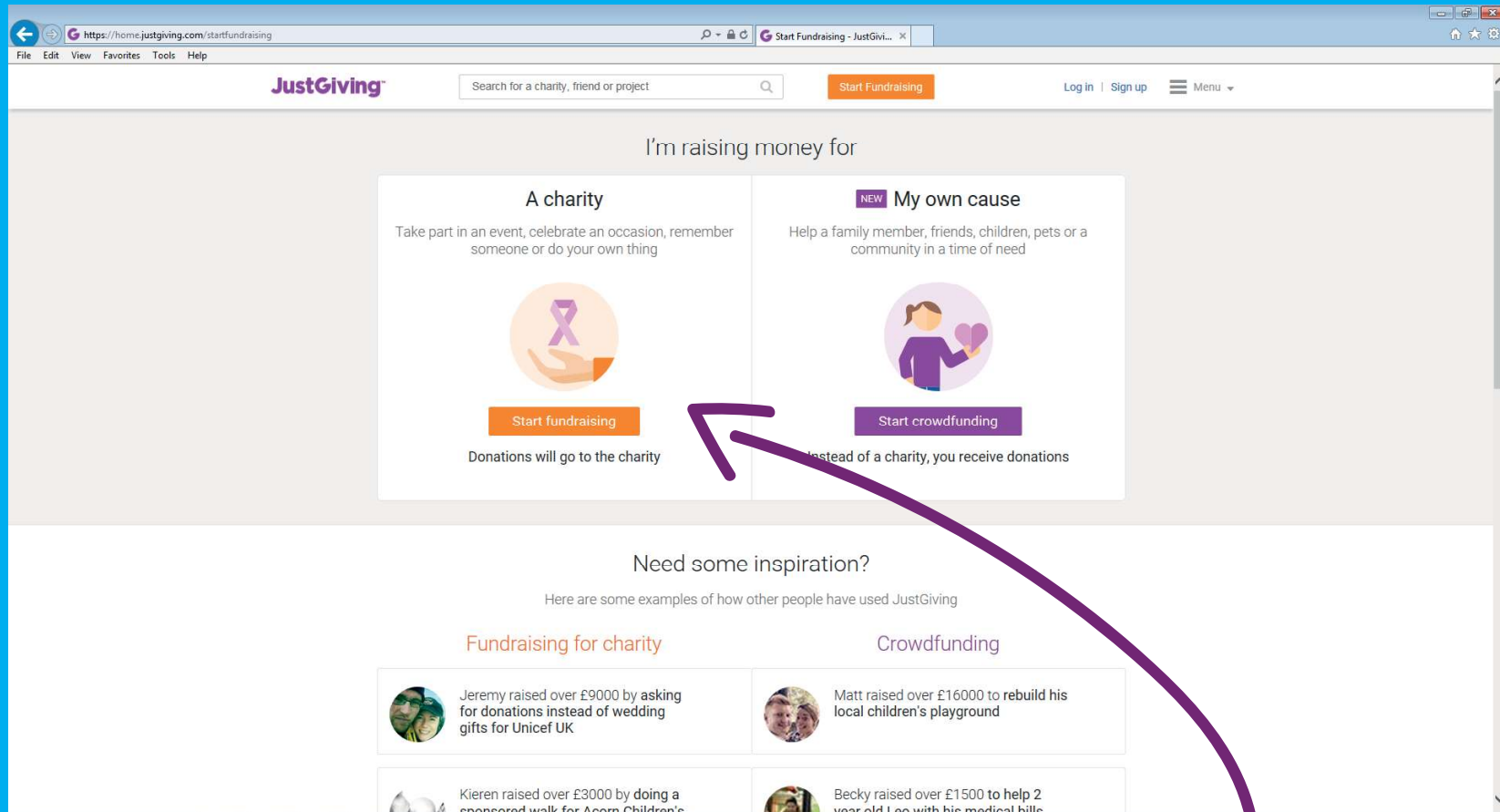
1. Go to **justgiving.com** and click on the Start fundraising button

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2. Click on the Start fundraising button again

3. Sign up by completing the form. Make sure to enter your email address, first name, last name and choose a password

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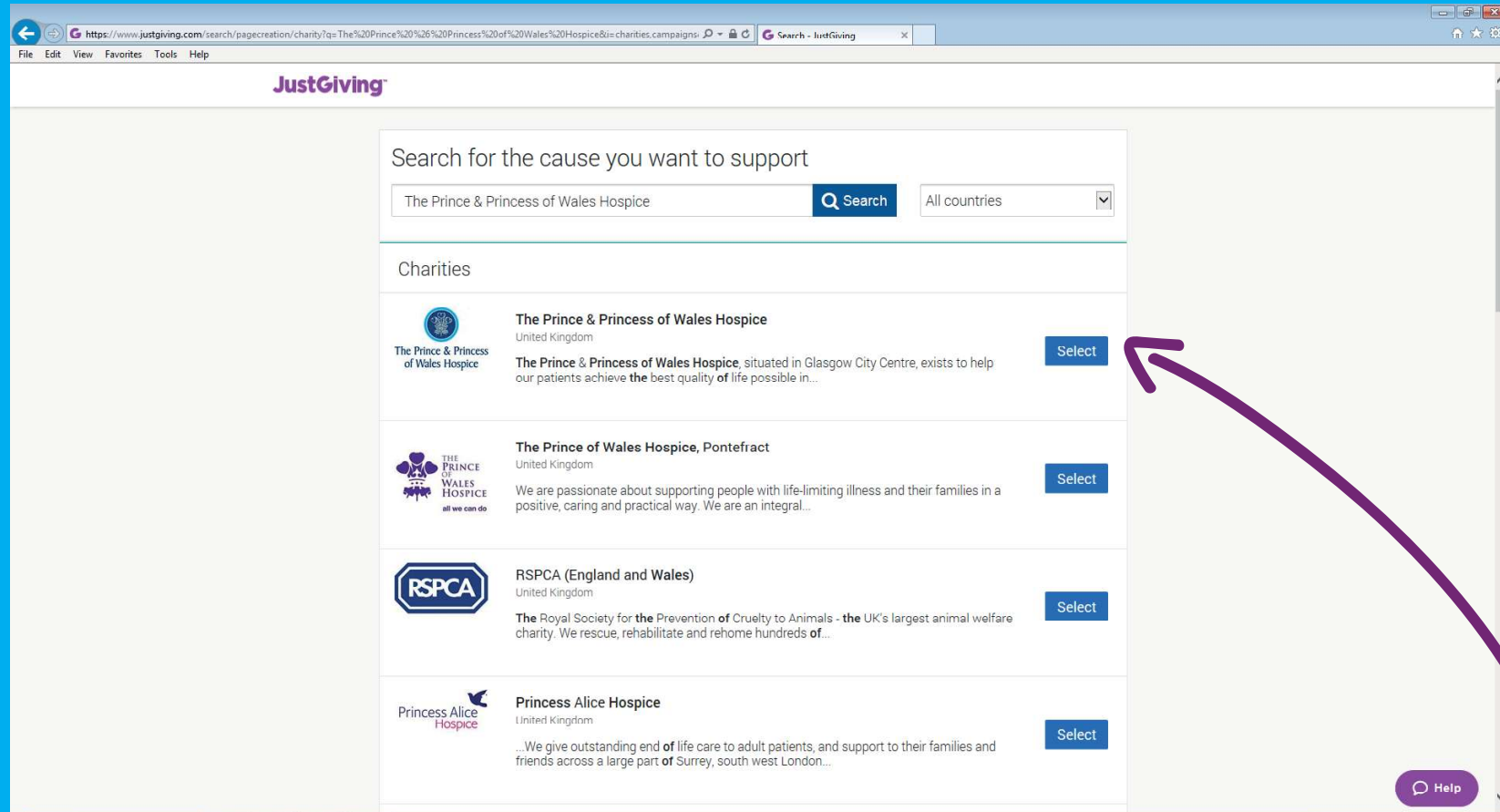


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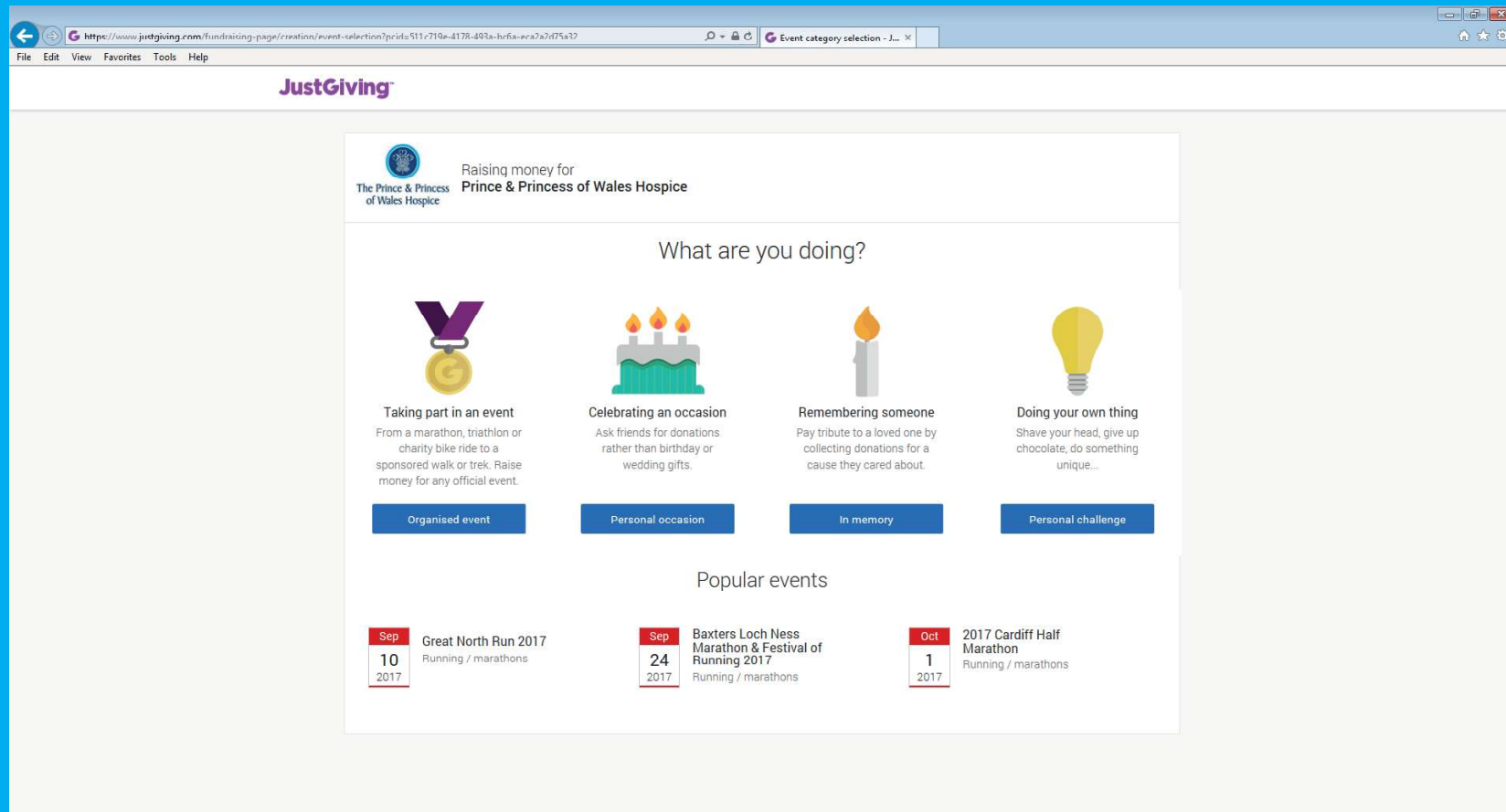
5. Search for The Prince & Princess of Wales Hospice in the search bar. Then click select.

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6. Select one of the four options and complete the details.

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Find your event

Search

Sep 9 2017 **It's A Knockout**
Other events
Teams of 6-10 people are invited to take part in the inflatable assault course filled... See more [Select](#)

Sep 10 2017 **It's A Knockout - Tesco**
Other events
Teams from Tesco stores made up of 6-10 people are invited to take part in the... See more [Select](#)

Sep 13 2017 **London to Paris Cycle**
Cycling
Have you got what it takes to pedal almost 300 miles over 4 days from London to Paris? [Select](#)

Can't see your event? Search our full events listing

Search

or [Add your own](#)

7. If you selected Taking part in an event on the previous page, you can now search for your chosen event. Don't worry if it doesn't appear, you can choose to add your own.

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The screenshot shows a web browser window with the URL <https://www.justgiving.com/fundraising-page/creation/choose-us?pride=511c719e-4178-493a-bf6a-eca7a7d75a32&parentActivityTypeId=5pnrting>. The page is titled "Raising money for The Prince & Princess of Wales Hospice".

Tell us about your activity

It's a
Please select an event

called *

which starts on (optional)
dd/mm/yyyy

and ends on (optional)
dd/mm/yyyy

☐ I'm doing this in memory of someone

Choose your fundraising page web address

www.justgiving.com/
Caroline-Watson16

Are you planning to ask for donations to your JustGiving page in return for goods, services or other benefits?
e.g. Will you be using your page to run a bake sale or auction, or sell tickets to an event or raffle? If yes, donations to your page will not be eligible for Gift Aid as donors will be receiving something in return.
☒ No
☐ Yes

Is your charity contributing to the cost of your fundraising?
e.g. Paying for your travel, accommodation or entry fee. If yes, then donations made by you, your spouse or partner, or your relatives and their spouses or partners, will not be eligible for Gift Aid. Find out more about Gift Aid eligibility.
☒ No
☐ Yes

☒ I'd like the charity I'm fundraising for to keep me informed about the impact of my fundraising, its appeals, events and ways to donate, by email and post.

☒ I'd like JustGiving to send me inspiring stories, helpful fundraising tips and news about the causes me and my network care about, by email and (very occasionally) post.

[Create your page](#)

[Help](#)

8. Adding your own event is easy to do, just complete the required fields.

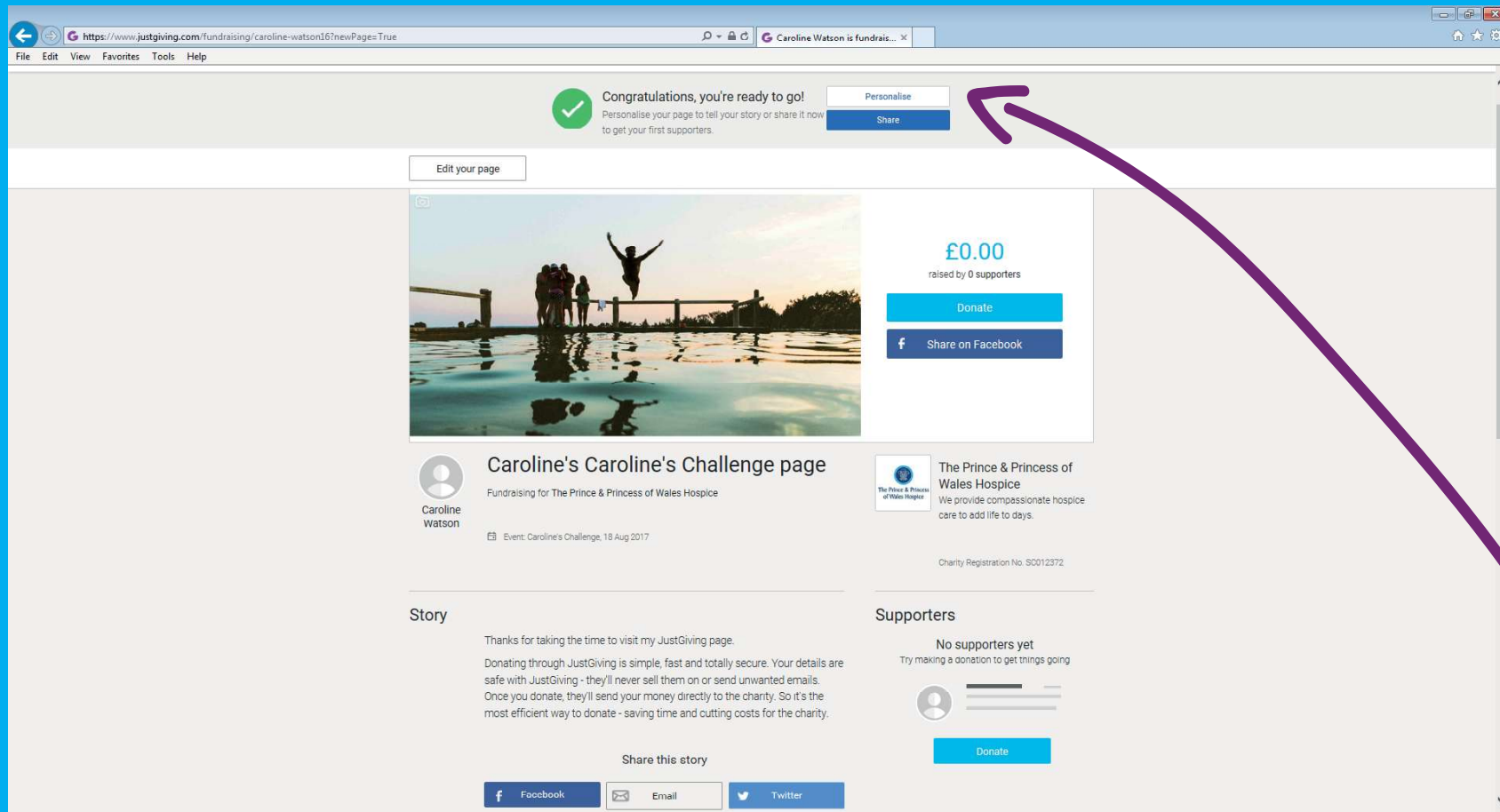
You can also select that you are doing the event in memory of someone as shown. Create your fundraising web address. This will be the link you send to your friends and family.

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9. Congratulations! Your page is now set up. We'll now explain how you can personalise it to encourage your friends and family to support you. First, click on the personalise button.

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The screenshot shows the 'Personalise your page' form on the JustGiving website. The form includes the following sections:

- Your page headline:** A text box containing 'Caroline's Caroline's Challenge page'.
- What's your fundraising goal?:** A dropdown menu set to 'GBP' and a text box containing '835.00'. A purple arrow points to this section.
- Tell us what you are doing and why:** A text box containing 'I am ...' and a label 'for The Prince & Princess of Wales Hospice'.
- Other participants:** A text box containing 'Is anyone else involved? Enter their names here'.
- Tell your supporters your story:** A text area with a rich text editor toolbar. It contains the text: 'Thanks for taking the time to visit my JustGiving page. Donating through JustGiving is simple, fast and totally secure. Your details are safe with JustGiving - they'll never sell them on or send unwanted emails. Once you donate, they'll send your money directly to the charity. So it's the most efficient way to donate - saving time and cutting costs for the charity.' A purple arrow points to this section.

Buttons for 'Save and continue' are located at the top right and bottom right of the form. A 'Save my story' button is located at the bottom of the story text area.

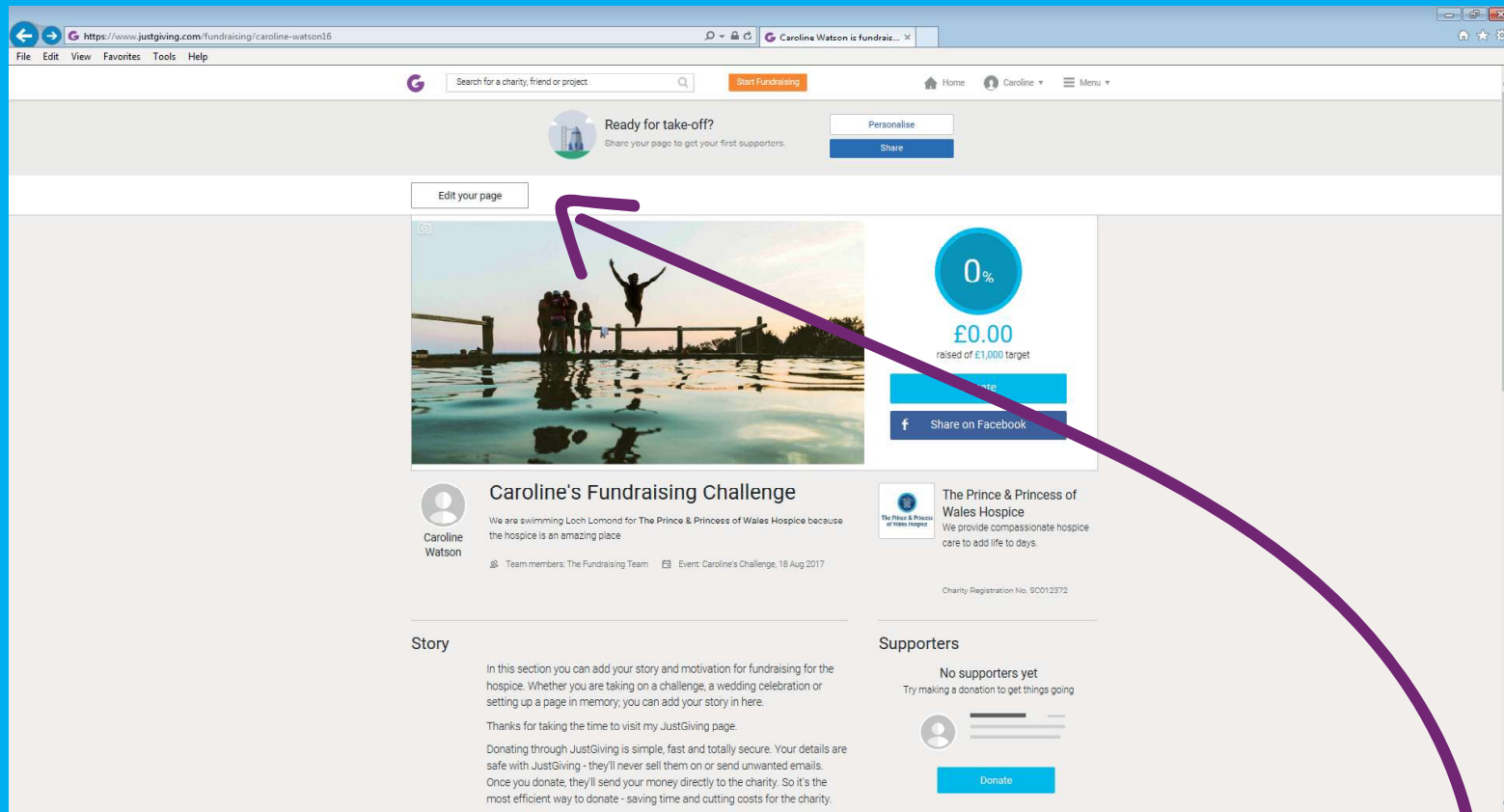
10. You can tell your story on this page and explain why you have chosen to support the hospice. Keep it as minimal or as detailed at you wish, but remember that anyone visiting your JustGiving page can read it. You can also set your fundraising goal for what you would like to achieve in sponsorship. Click Save and continue when you've finished.

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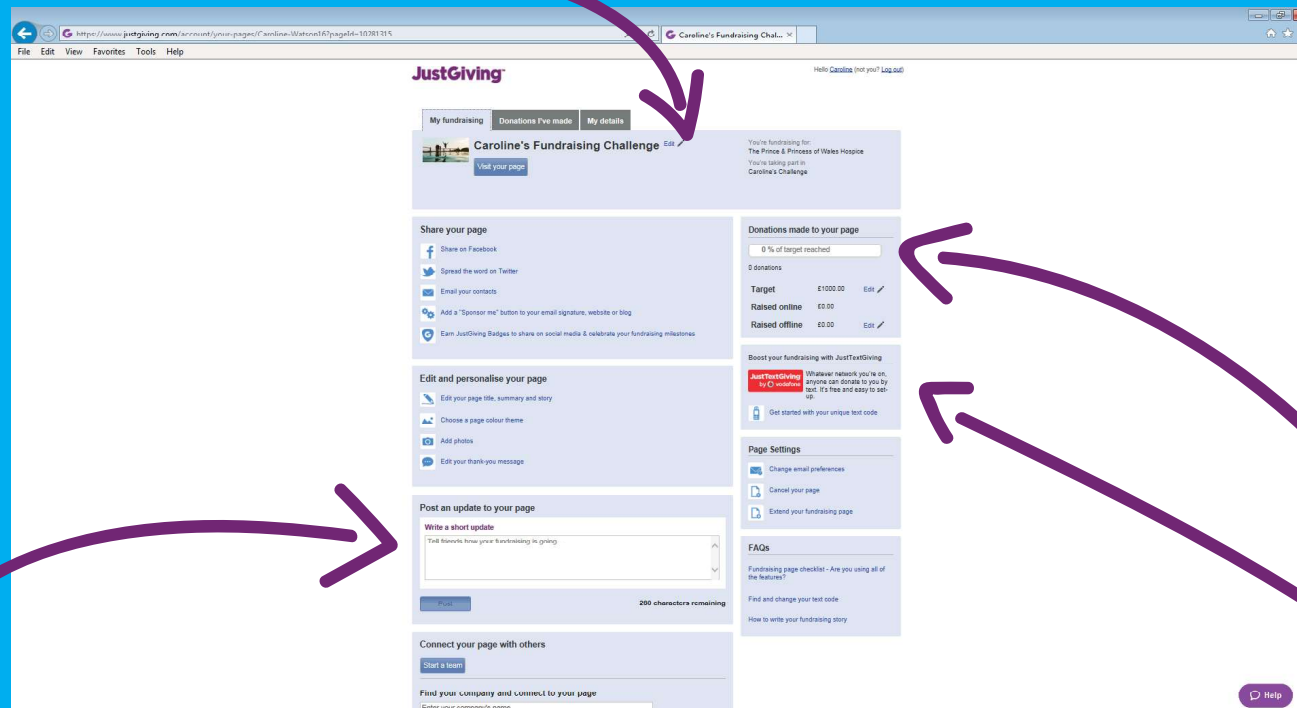
11. Next, click on the Edit your page button so you can add more information about your fundraising.

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12. Click edit to change your picture and change the headline page name

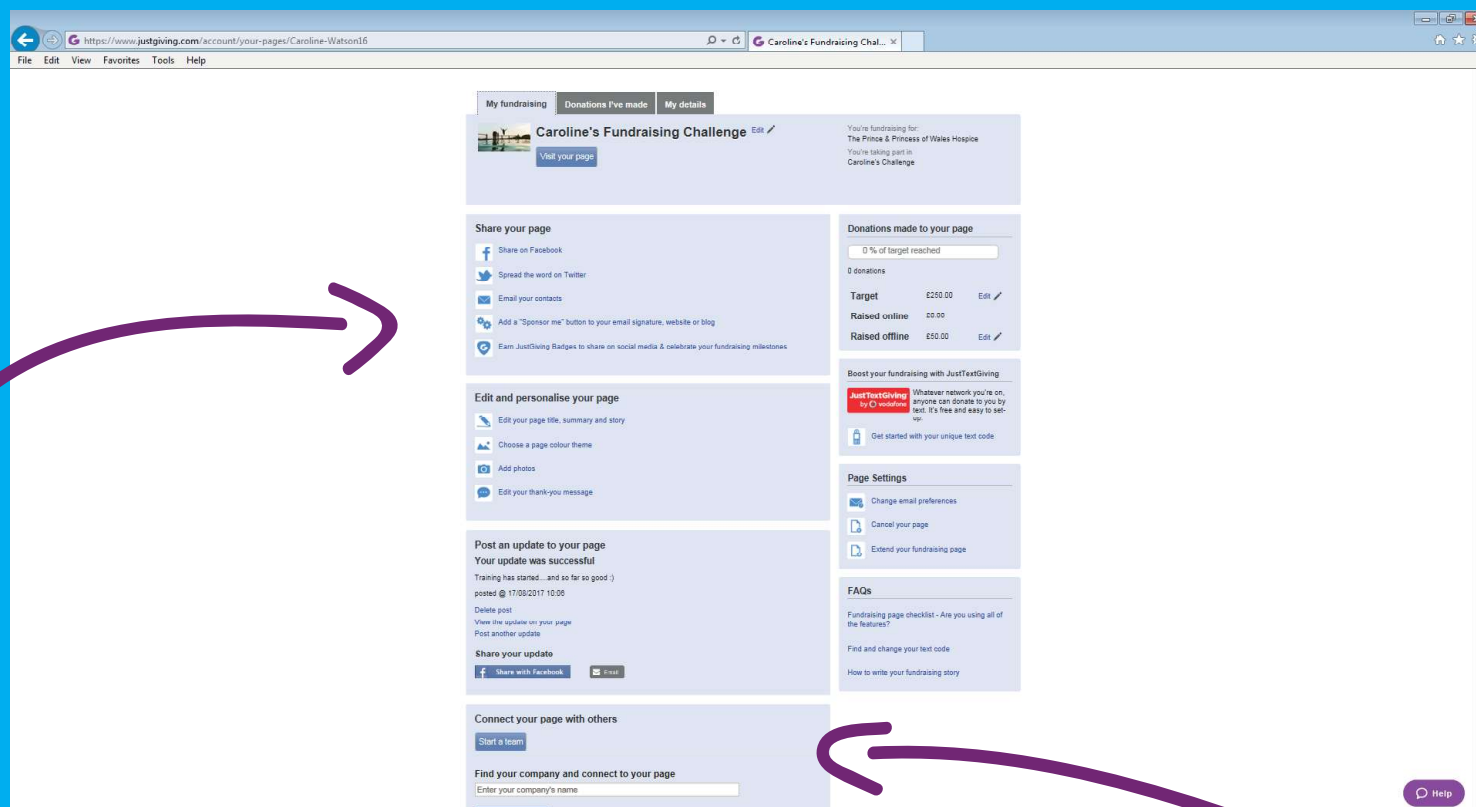
13. Add updates to let people know how your training is going.
This encourages more sponsorship donations.

14. You can edit your fundraising target and add any funds raised outside of JustGiving.

15. You can set-up a text code to make it easy for people to donate to your page.

How to set up a JustGiving fundraising page

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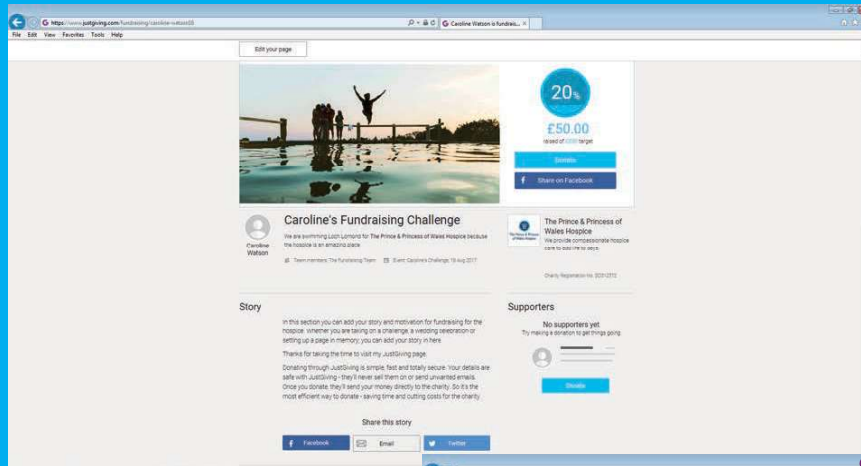
16. You can easily share your page via social media and email
17. You can start a team with other people or connect with your company

How to set up a JustGiving fundraising page

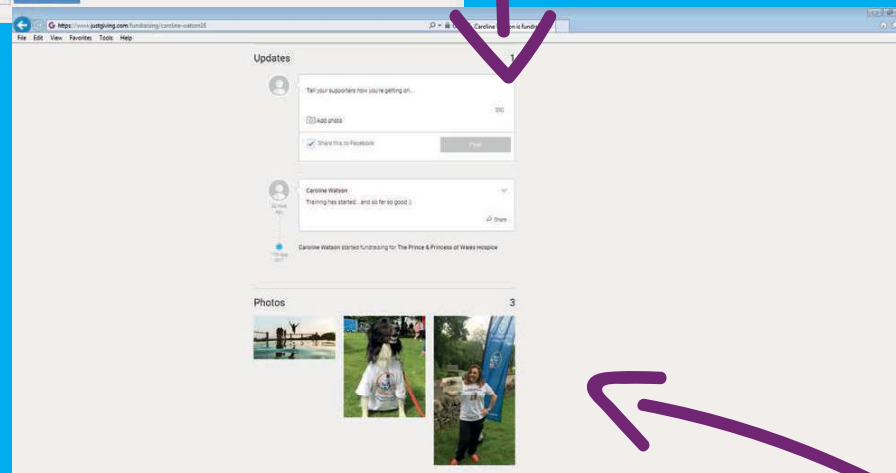
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18. When viewing your page, scroll down to the updates section



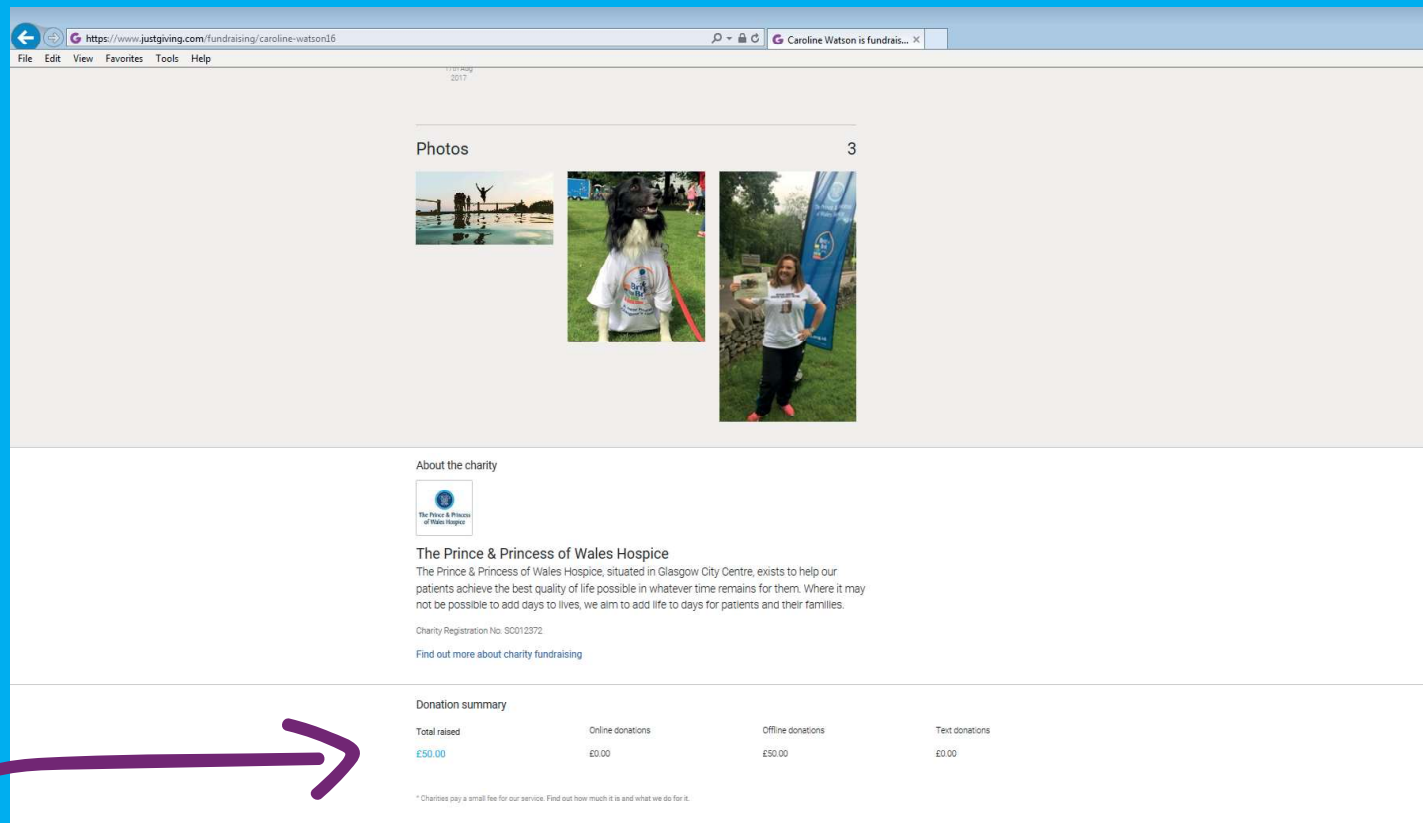
19. Post updates and add photos of your fundraising journey to add a personal touch.

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20. Scroll to the bottom of your page to see your donation summary. If you raise money offline (via sponsorship forms or collection cans) you can add it in the edit section. It will be displayed here and go towards your fundraising total.

Thank you for supporting Glasgow's Hospice

The Prince & Princess of Wales Hospice
71 Carlton Place
Glasgow
G5 9TD

Tel: 0141 429 5599
Email: info@ppwh.org.uk

ppwh.org.uk