

## Step-By-Step Guide: How to Create a Personal YMCA Fundraising Page

**Step 1:** Open your Internet browser and go to: [www.ymcasd.org/give](http://www.ymcasd.org/give)

You will be brought to the Annual Campaign landing page and will want to click **“Fundraise Here!”**



**Step 2:** Once you have clicked **"Fundraise Here!"**. It will prompt you to join a team. Either scroll down or type in your YMCA branch and choose the team you would like to join.

the 

Q  LOGIN

×

### Join a team

Please search by Team Captain or the Team name to find a team to join.

Team ▼ Search by team name

	<b>Cameron Family YMCA</b> 0% raised 2 members
	<b>Copley-Price Family YMCA</b> 0% raised 1 members
	<b>Dan McKinney Family YMCA</b> 0% raised 1 members
	<b>Jackie Robinson Family YMCA</b>

Page 1 of 4

**DONATE NOW!**

**Step 3:** After you have chosen the team you would like join, it will prompt you to login or create an account.

- If you fundraised for our Y last year or have used the Classy platform for another non-profit, press **"Log into your account."** From there, it will add the new campaign to your account.
- Choose **"Create an Account"**. Once you have clicked, "Create an Account" you will be able to create your login. You can choose to login with Facebook or use your email. Choose one of the options and either "Continue with Facebook" or type in your email, create a password and press "Next".

the YIMCA

LOG IN

### Create an account

[f Continue with Facebook](#)

Or use your email

Email \*

Create password \*

  Show

- 8 characters
- 1 number
- 1 letter
- 1 special character

By clicking I agree to the [Terms](#) and [Privacy Policy](#)

[NEXT](#)

[Log into your account](#)

POWERED BY *Classy*

are [f](#) [t](#) [e](#)

[DONATE](#)

My Team

the YIMCA

YMCA Tea  
Headquar  
\$0 / \$1,350,0

STORY

UPDATES 0

**Step 4:** If you chose to sign up with an email or make a new account, it will ask for your First and Last name. Enter your first and last name and press **"Sign Up"**.

The screenshot shows a mobile application interface. At the top, there is a navigation bar with the 'the Y' logo on the left, a search icon, a share icon, and the text 'LOGIN'. Below this is a dark blue header area with a close button (X) in the top right corner. The main content area is a white dialog box titled 'Complete your profile'. It contains two input fields: 'First name \*' with the placeholder text 'What's your first name?' and 'Last name \*' with the placeholder text 'What's your last name?'. Below the input fields is a prominent blue button labeled 'SIGN UP'. At the bottom of the dialog box, it says 'POWERED BY Classy'. In the background, partially obscured by the dialog box, is a purple banner with the 'the Y' logo and the text 'YMCA'. Below the banner, there are social media icons for Facebook, Twitter, and Email. A blue button labeled 'DONATE' is visible on the right side. At the bottom of the screen, there is a 'My Team' section with the 'the Y' logo, the text 'YMCA Team Headquarters', and a progress indicator showing '\$0 / \$1,350,000'. Below this, there are two buttons: 'STORY' and 'UPDATES 0'.

## Step 5: Woo Hoo! It is time to start creating your fundraising page!

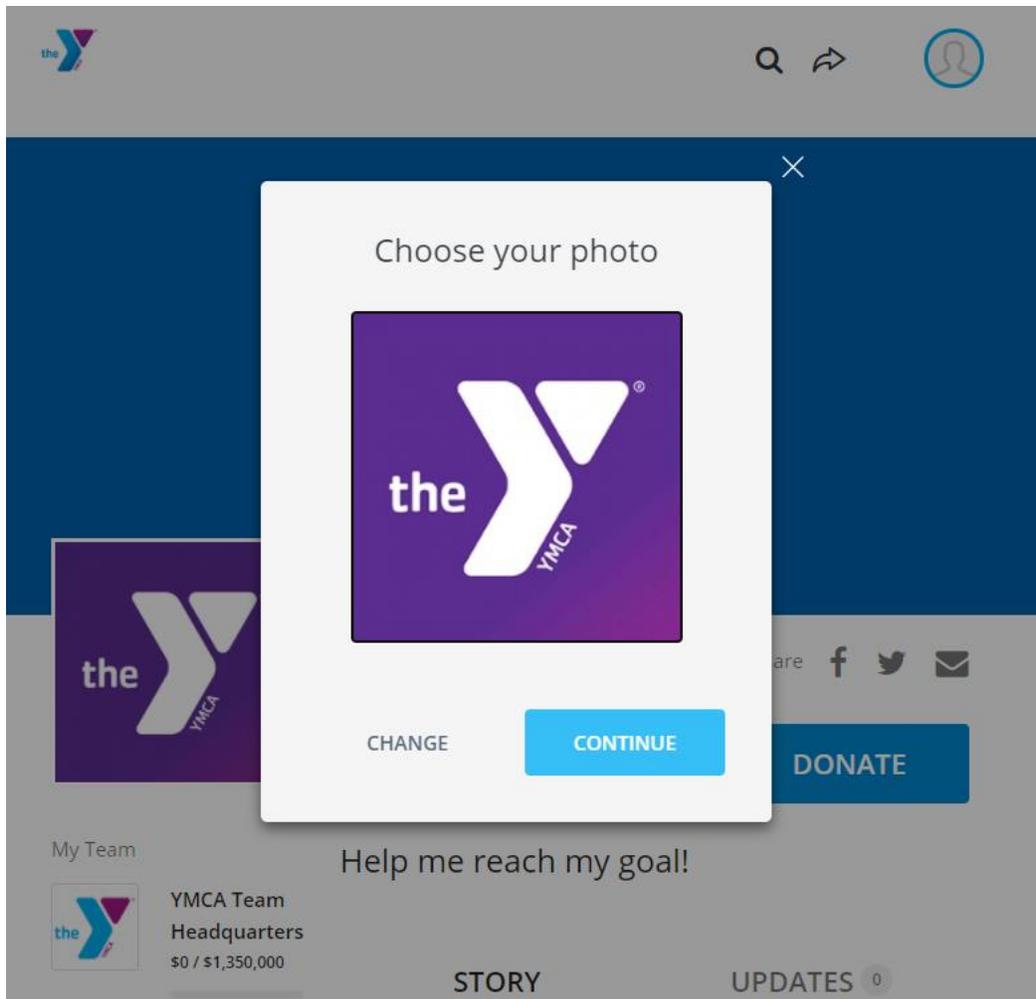
1. **Set your fundraising goal:** Not sure where to start? We suggest \$500 as a great starting place. Don't worry! You will be able to adjust your goal the entire time you are fundraising so if you are a ROCKSTAR and surpass your \$500, you can change it to a higher goal to help raise even more funds!
2. **Fundraising Date:** We suggest using March 31<sup>st</sup>, 2021 as this is our last day of the Annual Campaign.
3. **Your Page's Headline:** Change this to whatever you would like!
  - Here are some examples:
    - "Help me reach my goal!"
    - "Welcome to my fundraising page! Help me raise \$500 for the YMCA!"
    - "Support me and my local YMCA in raising funds for families, kids and seniors!"
4. **I'm fundraising for:** Make sure you have selected the YMCA of your choice to fundraise for.
5. **Set your fundraising page's short URL:**
  - a. You can make your custom URL here. We suggest typing "YMCAyourfirstandlastname". For example, "YMCACourtneyCordero". The URL will then be automatically made for you to copy and paste so you are able to share with your donors as shown in the example.

The image shows a mobile application interface for creating a fundraising page. A central white form is overlaid on a blurred background. The form has the following fields and options:

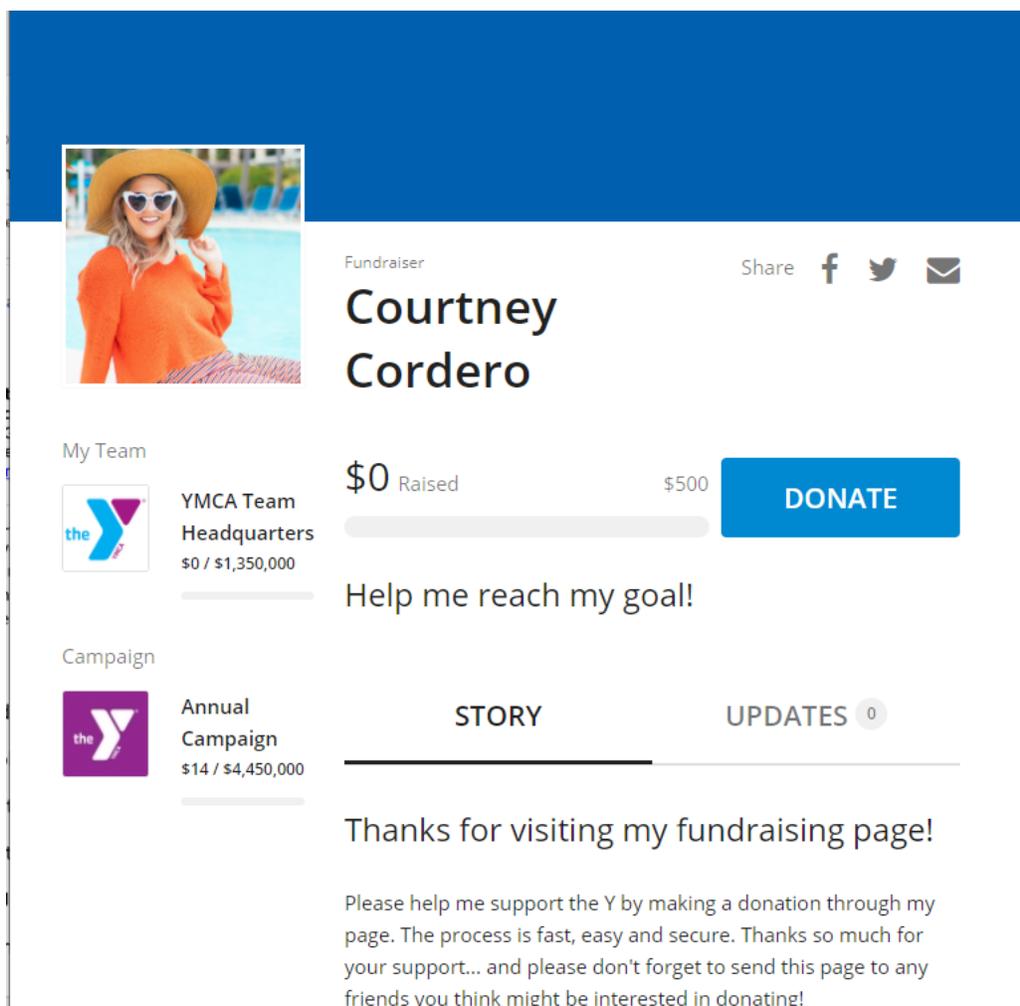
- Set your fundraising goal \***: A dropdown menu set to "USD" and a text input field containing "\$ 500.00". A blue checkmark is visible to the right.
- Fundraising end date \***: A date picker icon followed by the text "03/31/2021". A blue checkmark is visible to the right.
- Your Page's Headline \***: A text input field containing "Help me reach my goal!". A character count "22/255" is at the bottom right of the field.
- I'm fundraising for \***: A dropdown menu showing "YMCA of San Diego County: Team Headr".
- Set your Fundraising Page's Short URL (optional)**: A text input field containing "YMCACourtneyCordero". A blue checkmark is visible to the right.
- Below the URL field is a checkbox labeled "It's okay to contact me in the future." which is currently unchecked.
- At the bottom of the form is a large blue button labeled "FINISH".

The background shows a dark blue header with a logo, a "DONATE" button, and social media icons for Facebook, Twitter, and Email. At the bottom, there is a "My Team" section with a profile picture and the text "YMCA Te Headqu \$0 / \$1,350".

**Step 6:** Make sure to press **"Finish"** on the last page. Now you get to choose your photo. Upload your favorite glamour shot! Don't have one? No problem. Keep the YMCA logo that is there. You can always upload a photo later on. Once you have the photo you would like to use, click **"Continue"**.



## Step 7: Voila! You have made your personal fundraising page for your local YMCA!



The screenshot shows a fundraising page for Courtney Cordero. At the top, there is a blue header bar. Below it is a profile picture of Courtney Cordero, a woman wearing a large straw hat and sunglasses, sitting by a pool. To the right of the profile picture, the word "Fundraiser" is displayed, along with "Share" and icons for Facebook, Twitter, and email. The name "Courtney Cordero" is prominently displayed in large, bold letters. Below the name, there is a progress bar for the "My Team" section, which is for the "YMCA Team Headquarters" with a goal of \$1,350,000. The current amount raised is \$0, and the goal is \$500. A blue "DONATE" button is visible next to the progress bar. Below the progress bar, the text "Help me reach my goal!" is displayed. The "Campaign" section shows the "Annual Campaign" with a goal of \$4,450,000 and \$14 raised. Below the campaign section, there are two tabs: "STORY" and "UPDATES" (with a "0" next to it). The main content area contains the text "Thanks for visiting my fundraising page!" followed by a paragraph: "Please help me support the Y by making a donation through my page. The process is fast, easy and secure. Thanks so much for your support... and please don't forget to send this page to any friends you think might be interested in donating!"

### Something's to note about your page!

- **My Team:** This is the team you are fundraising for. It should be the YMCA branch that you selected when you signed up. You will see the overall for that YMCA! Keeps you up to date on where your branch is with fundraising.
- **Campaign:** This shows how much money has been raised for the entire association.
- **Share:** Share your page on social channels. You can click one of the icons to share on your Facebook, Twitter or an email.
- **Donate:** This button is where people will be able to donate directly towards your goal!
- **Updates:** Here you will be able to post updates, stories or inspiration to notify your donors! Maybe you are only \$10 away from your goal, let your donors know!

**Let's dig a little deeper to maximize your donation page! Additional steps to editing your page:**

When you are on your page and want to edit, you will press the manage button at the top of your page.

the 

  MANAGE 



Fundraiser Share   

**Courtney Cordero**

My Team

 **YMCA Team Headquarters**  
\$0 / \$1,350,000

\$0 Raised \$500 **DONATE**

Help me reach my goal!

Pressing "Manage" will take you to where you can update your story, see donations that have come in under your page, email your donors and update details such as headline, goal, designation, etc. Classy does an awesome job at walking you through these edits with prompt cards. You can use these to help you or simply click on the various "Story, Donations, Emails or Details" tabs.

The image shows a fundraising page for Courtney Cordero. At the top left is a profile picture of a woman in an orange shirt and hat. To the right of the photo is the name "Courtney Cordero" and the text "Fundraiser Page". Below the name is a progress bar showing "\$0 raised of your \$500 goal". To the right of the progress bar are social media icons for Facebook, Twitter, and a link icon. Below this is a navigation menu with tabs for "OVERVIEW", "STORY", "DONATIONS", "EMAILS", and "DETAILS". The "OVERVIEW" tab is selected. Below the navigation menu is a prompt card that says "Hey Coco! We suggest you do these next." The card features a circular icon with a person and a pencil, followed by the text "Edit your page's headline" and "Personalize your reason for fundraising for this organization". At the bottom of the card are two buttons: "SKIP" and "EDIT".

**Story:** Here is where you will be able to update the header and story that are on your page. There is a default one for you but if you would like to jazz it on up or share your personal story, this is where to do it. You can also upload videos and images to really inspire your donors! **Don't forget to press SAVE!**

STORY

UPDATES



### Personalize your story

This is the default story behind our campaign, but you can make it your own. Add photos, video, and text to tell people why you are fundraising!

Thanks for visiting my fundraising page!

Please help me support the Y by making a donation through my page. The process is fast, easy and secure. Thanks so much for your support... and please don't forget to send this page to any friends you think might be interested in donating!

B I U T     

**Donations:** Once you start receiving donations to your page, you will be able to see contributed under this tab.

**Emails:** These are sample emails you can use to send to your donors!

**Details:** This tab is the same information when you first signed up. Here you will find your picture, name, page headline, branch designation, goal and your personal URL.

**Need more support? Email the Development Director for your YMCA. Not sure who that is? Email [give@ymcasd.org](mailto:give@ymcasd.org) for support!**