Guide to Setting up a Fundraising Page

Total Giving

At CASY we are registered with TotalGiving, a website that allows fundraisers to raise money for charities. Your friends and colleagues can make donations through your TotalGiving page but unlike the other large fundraising sites such as Virgin Giving or JustGiving all the money donated through TotalGiving comes directly to CASY.

More information about TotalGiving can be found at: http://www.totalgiving.co.uk/see-the-difference

Guide to TotalGiving

To set up a page in support of CASY:

Go to: http://www.totalgiving.co.uk/

Select ‘Get Started’ under the ‘Charity Crowdfunding’ section (see picture below)
How to Set Up a Total Giving Page for CASY

Find the Charity

Type: 1092938 into the box below “Find a charity to fundraise for” and hit search.

Create Your Fundraising Page

Thousands of people are already fundraising for charities in the UK, with Total Giving there are no fees from us and the money goes directly to the charity, what are you waiting for...

FIND A CHARITY TO FUNDRAISE FOR

Charity’s name or registration number...

1092938

Search

CASY will appear below the search button with our logo. Click the logo.
Event Details

You then get taken to a box where you can add details of the page you want to set up...

The page title can be whatever you want it to be, for example...

“Bob’s CASY page”  “Susie’s jump for joy”  “Neil’s fundraising page”

In the ‘Charity Event’ drop down and select “add new event” and a new box appears asking for details of the event...

Event Name  Event Type  Event Start Date  Event End Date

Fill these in as appropriate.

Enter your Fundraising Target – if you are unsure about how much to enter contact Neil at CASY on 01636 704 620 or by email on n.hunter@casy.org.uk

Click continue
Personal Message
You will see a box where you can enter a personal message. This will appear on your fundraising page and can be a paragraph or two. It should include a bit about you, what you are doing to raise the funds and why you are supporting the charity.

When finished click continue

Media Options
You will be asked to select a banner for your page. You can select one of the banners already on TotalGiving or upload your own.

Click continue

You can add a photo, either one of the one’s on TotalGiving or one of your own.

Click continue – you get the chance to add an optional Youtube video

When finished click continue

Add Username
You will need to add your email address (which will become your TotalGiving username) or you can login with Facebook

Add Your Details
Click Continue and you need to add your details, name address and create password etc.

Click continue and you will be asked to create a web address that will make it easier for people to find you.

Page Created
Click continue and your page is created. You can see a link which will take you to your page, or you can immediately share it on Facebook or Twitter, if you have those accounts.

An Example
This link will give you an idea of what your page will look like:
http://www.totalgiving.co.uk/mypage/neilhunter

Promote the Page
All people have to do to sponsor you is go to that page and click “Donate Now” they will be taken to the page where they can enter their payment details and how much they want to give.

To promote your page, share it on Facebook and ask friends to share the link. You can copy the web page address you created for your fundraising page and email it round colleagues and friends, you can tweet, Instagram or use whichever social media sites you may be on to promote the page. And CASY will promote it through it through their Facebook and Twitter pages too.