

## Create a Fundraising Page on ColoradoGives.org

So you want to support your favorite nonprofit by hosting a fundraising page? Congratulations! We salute you on making good happen! Use this worksheet by filling in the sections, then, just copy and paste your responses into your Fundraising Page in your donor account on ColoradoGives.org.

### Step 1

Visit ColoradoGives.org and [login with a Donor Account](#). If you don't have a Donor Account, it's easy to make one.

Donor Account Login

Email   
Password

[Forgot Password?](#)

LOGIN

Go to ColoradoGives.org and search for the nonprofit you want to support. Click to visit their nonprofit page.

**Start a movement**

Want to do more for your favorite charity? We've made it easy for you to raise money by creating a personalized fundraising page.

[START A FUNDRAISER](#) [CURRENT FUNDRAISERS \(7\)](#)

### Step 2

Once logged into your Donor Account, click on START A FUNDRAISER.

### Step 3

Complete the form and add your content. Use this fillable worksheet to draft and prepare your content, making it easy to cut and paste into the final form.

## Fundraising Page Title

Make it *personal, short and easy to remember.*

## Your Campaign Summary

Be *descriptive and share the impact your organization makes, how donations help, and why it matters to you!*

## URL Link

Make it *short, sweet, personal and memorable.*

# PERSONAL DETAILS

## Your Personal Appeal

Your *personal appeal is a small "Ask."*

## Send Campaign Emails to:

*If someone wants to contact you, what email should they use?*

Allow people to email me from my campaign page? Choose if you'd like them to be able to email you.

YES NO

# CAMPAIGN GOAL

Would you like to set a dollar amount goal? YES NO Campaign Goal (\$)

Start Date

End Date



## THRESHOLD ALERT

Notify me when I cross threshold? Choose. YES NO

## MEDIA CONTENT

Gather some photos or video links (YouTube or Vimeo) that you'd like to share that help you convey the importance of this fundrais-

Multimedia Content

ADD MULTIMEDIA ENTRY

\* Required field

## Step 4

Submit your fundraising page to the nonprofit for review and publishing.

### SUBMITTING FOR APPROVAL

Now that you have your draft content ready to go, log into your donor account and build your fundraising page. Just copy and paste the content from this worksheet into the online fundraising page template. Once you're done, just submit your campaign for approval.

Your fundraising page will be live after the nonprofit reviews and publishes it. Be patient. This can take a day or two!

## Step 5

Share your fundraising page link on your social media and email to friends, family, coworkers and social connections.

## Steps for Nonprofits on the Administrative Side of ColoradoGives.org

1. Approve the fundraising page.
  - a. Login with your admin account on [ColoradoGives.org](https://ColoradoGives.org).

[View Profile](#) [Go to Contacts](#) [Go to Fundraising Pages](#)
  - b. Click the Go to Fundraising Pages button.
  - c. Click on Unapproved Campaigns. Approve the campaign and then you can edit, if needed.
2. We are here to help. If you need assistance with any of these steps, please contact Jenni Foxworth at 720.898.5920 or [cogives@communityfirstfoundation.org](mailto:cogives@communityfirstfoundation.org) and we'll walk you through the process.