AMPLIFY AUSTIN

PROFILE SET UP INSTRUCTIONS

Thank you for supporting becoming an Individual Fundraiser and supporting your favorite cause!

Important Deadlines:

January 25, 2017 - Scheduled gifts begin.

January 25, 2017 Individual Fundraisers can register and create pages to support their favorite causes.
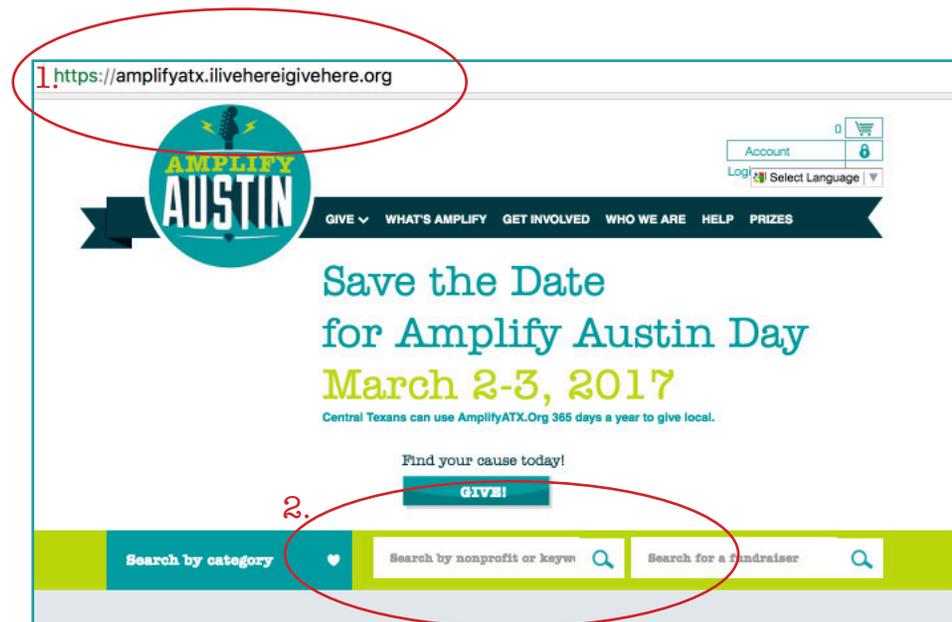
March 1, 2017, @ 5pm - Last day for Individual Fundraisers to submit their profiles for review and approval.
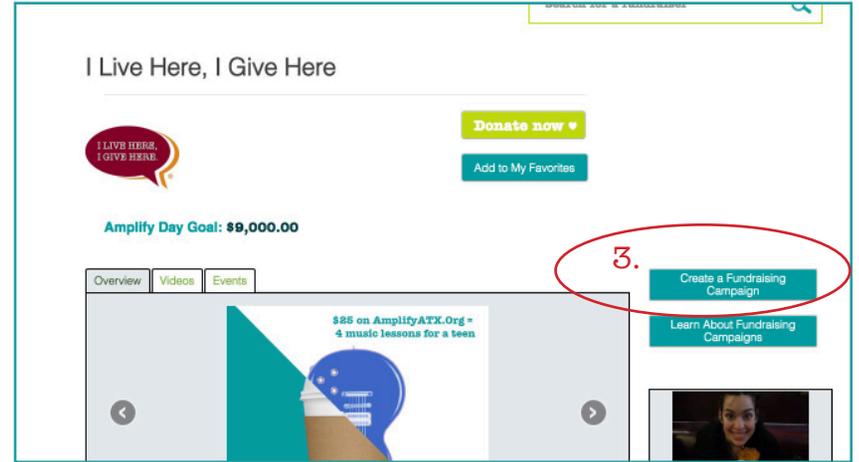
March 2 @ 6PM - Amplify Austin Day begins.

Note: Individual Fundraisers may only have one fundraising page per nonprofit they support for Amplify Austin Day but can support multiple nonprofits.

To set up a Fundraising Page:

1. Go to AmplifyATX.org.
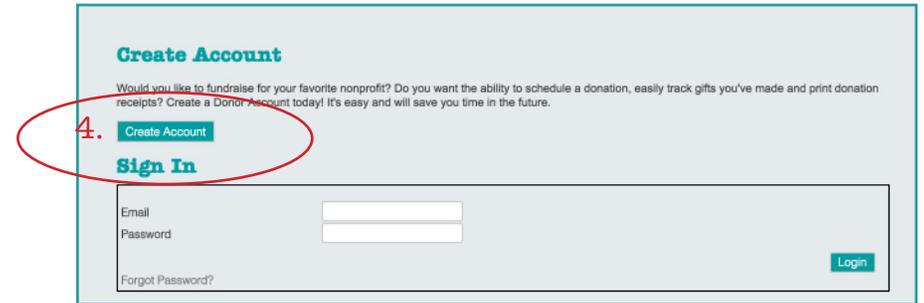2. Search for the nonprofit organization you would like to support.
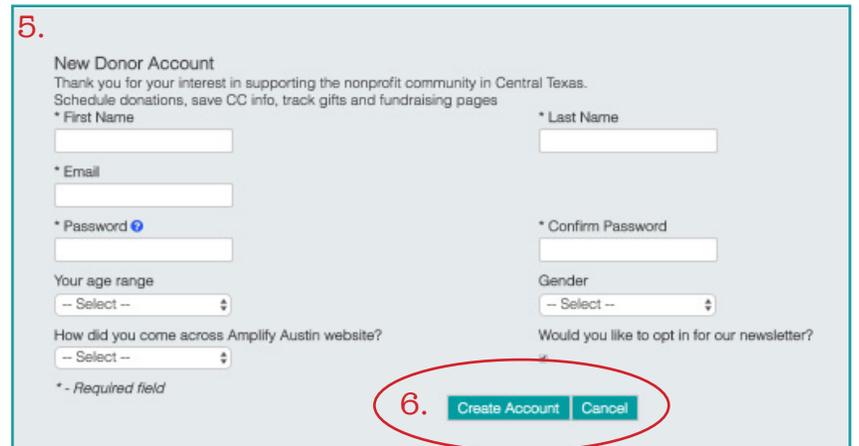
3. Click on Create a Fundraising Campaign.

4. Click on Create Account.

Note: If you already have an account you will not be able to create a new one. In that case, visit https://amplifyatx.ilivehereigivehere.org/index.php?action=userLogin and click on 'Forgot Password' and proceed.

5. Fill out all required fields.
6. Click Create Account.

7. Select what type of campaign you are creating.
If you are creating one for Amplify Austin Day select Amplify Austin Day.

8. Fundraiser Title: Create a Fundraising Title. Be creative and stand out. This will be prominently displayed on the top of your Fundraising page.

9. Your Fundraiser Summary: This is your opportunity to tell your story. Tell your donors exactly what you are raising funds for in a fun and creative way.

10. URL link: This is your personalized URL link to your fundraising page. It will look like this: http://amplifyatx.ilivehereigivehere.org/xxxxxxx. That last part will be custom created by you. We recommend you personalize it. For instance, John Doe's profile link could be http://amplifyatx.ilivehereigivehere.org/JohnDoe2017 or http://amplifyatx.ilivehereigivehere.org/JohnDoeAmplify2017.

Note: the URL you enter can take up to 2 hours after being approved by the nonprofit to display publicly.

11. Start Date: Choose today's date.

12. End Date: If you are creating an Amplify Austin Day campaign,this will be defaulted to March 4, 2017. If you would like to extend the duration of your campaign you can do so by extending this to a later date.

13. Do you wish to match your family and friends' donation? Would you like to truly Amplify what you raise for your cause? If you have matching dollars check this box.

14. Matching Dollar Amount: How much is the match amount?

15. Matching Dollar Source: Who is providing the matching funds?

16. Matching Dollar Details: Enter any additional information you would like to include for your donors to be aware of.

17. Add your photo: We require each fundraiser to include one picture.

18. Your Personal Appeal: This will appear under your name. Think of it as a tagline. Mine is: "Living to give." Be creative!

19. Send Fundraiser's email to: Please enter the email where you would like to receive donation notifications. This is important so you can thank your donors in real time.

20. Allow people to email me from my fundraising page: Click this box so you can be accessible to your donors.

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15.

16.

* Start Date
* End Date
Do you wish to match your family and friends' donations?
* Matching Dollars Amount $
Matching Dollars Source

Matching Dollars Details

Hide   Personal Details

17.
18.
19.
20.

* Add Your Photo   This photo will show up when donors search for your fundraiser page   No file is currently uploaded.   Upload File
Your Personal Appeal
Send Fundraiser emails to:
Allow people to email me from my fundraising page

21. Add a video: Do you have a great video to share? Upload it to YouTube and provide the YouTube URLlink here. ***Note: Amplify Austin Day technology platform is not compatible with Vimeo.***

22. Fundraising goal: Set a dollar goal. The thermometeron your page will increase as you raise funds.

Click Submit Fundraiser for Approval!

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