Online Fundraising Tools

Unlock the Potential of Your Participant Center

What is the Participant Center?

Every person who registers with a unique email address is given a personal fundraising webpage at which friends and family can make donations to your event or personal campaign. The participant center is the back end view of your personal webpage. From the participant center you can edit the text and pictures on your webpage, send donation request emails, monitor your progress and more.

Logging In

During the registration process you chose a user name and password. Click on the "Participant Center" link in your registration confirmation email or by visiting **our website**

Enter your login credentials and click "Log In". If you forgot your username or password you can request information by following the "Forgot User Name" or "Forgot Password" links. Once logged in, you will be taken directly to your participant center.

Navigating the Participant Center

Your first view of the participant center will be the home page or "Dashboard". From this page you can navigate through all of the tools the participant center offers.
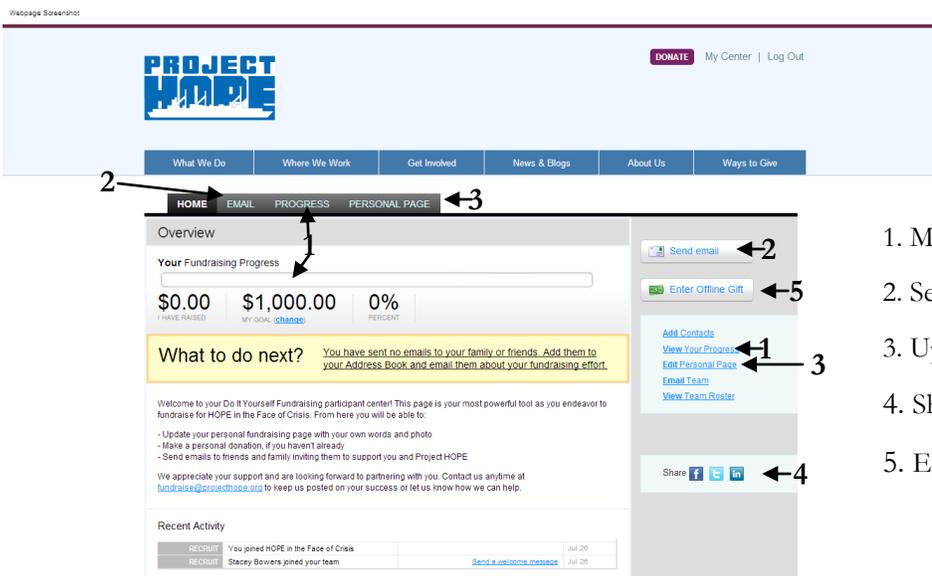
1. Monitor your progress (3 places)

2. Send email (2 places)

3. Update your personal webpage (2 places)

4. Share your personal webpage via social media

5. Enter offline gifts like checks and cash

Online Fundraising Tools *(continued)*

Research indicates that the combination of updating your personal webpage, making a personal donation and sending emails will yield the best possible results.
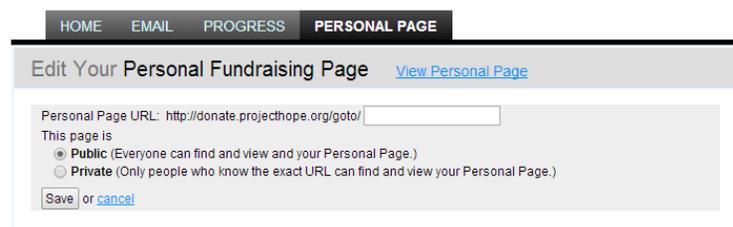
Update Your Personal Webpage

Choose "Personal Page" from the participant center navigation bar. From here you can change your personal webpage url (1), edit the content of your personal page (2), and add a personal photo (3).
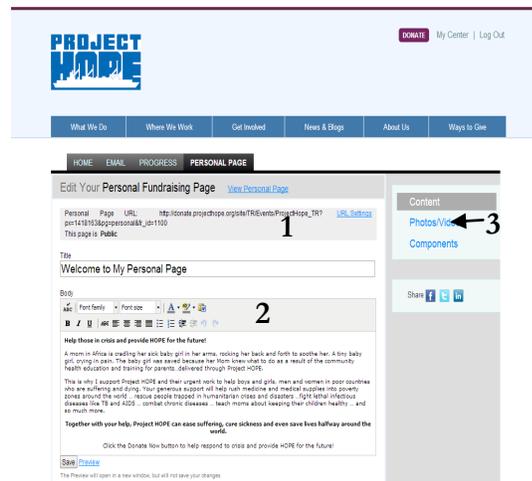
Edit Your URL (1)

Click URL Settings and then add some identifying text, such as your last name or nickname to create a shortened URL address. Make note of your new URL so you can include it in social media posts and in letters and email messages.


Personal Webpage Content (2)

This is your chance to tell people about why you chose to support Project HOPE. What inspires you? That personal information helps donors connect with your passion for HOPE. If you are hosting an event you can also use your personal webpage to share event details.

Type directly over the text in section (2) of the above image. Click on "View Personal Page" to preview how your personal webpage will look to visitors.

Change/Add Photos or Videos (3)
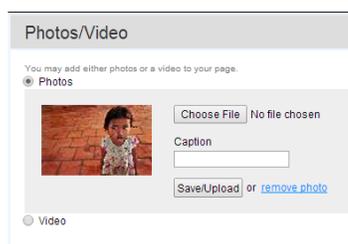
Replace the standard photo with a personal or event photo by clicking on choose file and selecting the image from your computer. Photos must be smaller than 4MB. If you need to resize the image, try free online resources like http://www.picresize.com/.

To add videos, the original must be uploaded first to You Tube. Add the long link address that is found in the address bar on You Tube when viewing the video.
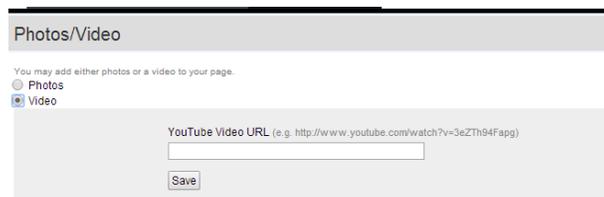
Online Fundraising Tools *(continued)*

Sending Emails

Spread the word about your Project HOPE fundraising campaign or event by sending emails through your participant center. Start by clicking on the "Send Email" tab of the participant center navigation bar. From there you will see the option to compose a message, view draft and sent messages, and add or view contacts. Sending emails from the par-ticipant center is ideal for soliciting support, sending reminders and saying thank you.

Composing Messages

Get started quickly by entering an email address in the "To" section and begin typing in the body of the message. Alternatively, you can click on "use template" to view a variety of sample message provided Project HOPE. Messages include:

- Donation Request (2 versions)

- I am Donating my Birthday/Wedding/Anniversary/Other Event

- Donation Request Reminder

- Thank You for Donating

Check the "include personalized greeting" to have your messages automatically add a "Dear <First Name>" saluta-tion. This feature only works if you are sending a message to your participant center contacts.