



## Charity Village Notes

Charity Village has a team of coaches that are available to assist you online through email and direct messaging. The great part about the direct messaging feature is that you do not have to stay online to wait for your reply; they will send you an email with a response to your question.

To access your team of coaches please login to your account. Go to your campaigns by clicking on the drop down at the time right hand corner (see below)

The screenshot shows the Charity Village website interface. The top navigation bar includes links for 'Subscribe', 'Get Started', and 'Contact Us', with the 'Contact Us' link circled in red. Below the navigation bar, the main content area is titled 'Trending crowdfunding campaigns'. It features a grid of campaign cards. The first two cards are for 'Help us start our math tutoring program!' by the Learning Disabilities Association of Manitoba, showing \$950 raised and 14 days left. The third card is for 'H.O.P.E. Society' by H.O.P.E. Society, showing \$50 raised and 3 days running. The right sidebar contains a 'Browse' section with filters like 'Near me', 'Offering Perks', and a list of categories including Arts, Community, Creative, Diversity, Education, Faith, Health, Politics, Schools, Sports, and Volunteer. The bottom of the page shows a Windows taskbar with the search bar and various application icons.

## Choose campaigns

Trending fundraise x +

https://give.charityvillage.com 70%

CHARITY VILLAGE

Subscribe Get Started Contact Us

Signed in as Tevelde Family

Create a campaign

Campaigns

Contributions

Account

Support

Sign out

Near me

Offering Perks

Trending

Ending soon

Newest

Categories

Arts

Community

Creative

Diversity

Education

Faith

Health

Politics

Schools

Sports

Volunteer

### Trending crowdfunding campaigns

Find trending crowdfunding campaigns. Help make a difference in lives. Create a fundraising campaign and we help you make it successful.

Find campaigns

Trending

Help us start our math tutoring program!

by LEARNING DISABILITIES ASSOCIATION OF MANITOBA

Winnipeg, CA

Learning Disabilities Association of Manitoba provides programming, support and advocacy related to learning.

\$950 Raised 14 Days left

Help us start our math tutoring program!

by Robyn Wellman

Winnipeg, CA

Learning Disabilities Association of Manitoba provides programming, support and advocacy related to learning.

\$750 Raised 14 Days left

H.O.P.E. Society

by H.O.P.E. Society

Surrey, BC, CA

H.O.P.E. Society was created to support BIPOC that need support in continuing on with education and / getting into the work force. The organization want to provide

\$50 Raised 3 Days running

ke for Hospice Orillia, ON

CHANGE STARTS IN

https://give.charityvillage.com/manage

Type here to search

1:31 PM 2021-03-06

## Click on your fundraising page

Campaigns - Chari x +

https://give.charityvillage.com/manage 70%

CHARITY VILLAGE

Subscribe Get Started Contact Us

### Your Campaigns

Missing some?

Create a campaign

Show All (1)

Search campaigns

Hike for Hospice 2021 \$50 raised

View & promote Contacts Team Transactions

Campaign type	By Tevelde Fam	Pays to North Simcoe Muskoka Hospice Palliative Care Network
Your role	Tevelde, you're a Member	
Progress	\$50 raised \$250 goal Keep it all	
Created	5 days ago	
Ends	Ends May 2, 2021 11:59 PM	

Showing 1 - 1 of 1 total

Support Terms of service Privacy policy

Type here to search

1:32 PM 2021-03-06

You will now see your Admin Panel

The screenshot shows a web browser window with the URL [https://give.charityvillage.com/e1mU8c?ref=ab\\_6A06c](https://give.charityvillage.com/e1mU8c?ref=ab_6A06c). The page is titled "Admin panel" and is for the campaign "Hike for Hospice 2021". It includes a "Tevelde" profile picture and a "Campaign ID: e1mU8c". Below the header, there is a list of tasks in the "Inbox (4)" section:

- Your personal sharing options** - Use the options below to share your campaign and we'll track your personal impact on its success. ... 4 days ago
- Coaches are here to help** - Tevelde, the CharityVillage coaching team is here to help you. You'll find our advice here in your campaign ... 5 days ago
- Comment on this milestone: We have our first contributor!** - Comment on this milestone: We have our first contributor! 4 days ago
- Ask friends & family first** - Ask your best friends and family to make the first contributions to your campaign. Their support will get t... 4 days ago
- Import your contacts** - Build an audience for your campaign by importing up to 100 of your email contacts. We'll send them each a w... 5 days ago

Below the tasks, there is a section for "Tevelde Family" with a goal of \$250 and a "Please contribute now" button. A yellow box at the bottom says "Tevelde, add your picture or a video and you'll raise more money."

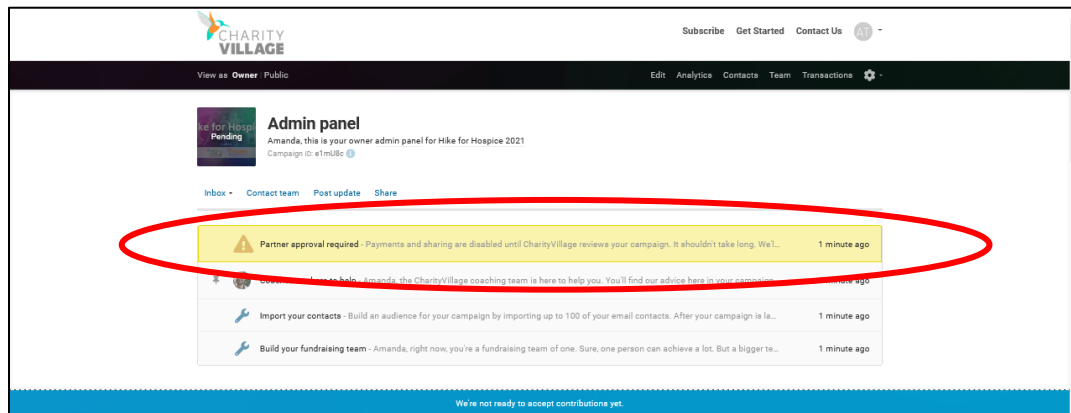
Click on the Coaches post

This screenshot is identical to the previous one, but with a red circle highlighting the "Coaches are here to help" post in the "Inbox (4)" section. The post text reads: "Tevelde, the CharityVillage coaching team is here to help you. You'll find our advice here in your campaign ...".

You will now be able to contact your Charity Village coaches with any questions you may have!

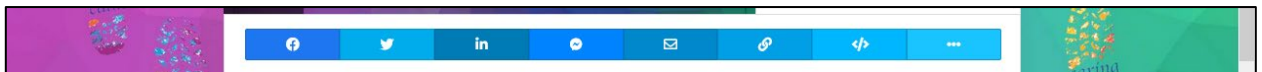
If you are looking for an update on the approval of your account, please follow the log in process and go to your admin panel.

If you see a yellow bar, click on this and it will take you to the update on the status of your only fundraising page.

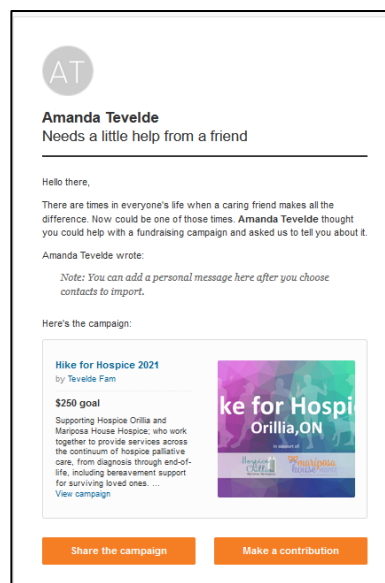


Charity Village goes through a security process to ensure the safety of all fundraising pages and the charities they support. The general rule of thumb is that your page should be validated within the 24 hours; however, this could take a bit longer due to any unexpected delays experienced at Charity Village. Do not hesitate to reach out to the coaches or to Amanda ([amanda@hospiceorillia.ca](mailto:amanda@hospiceorillia.ca)) if you are concerned about the length of time it is taking.

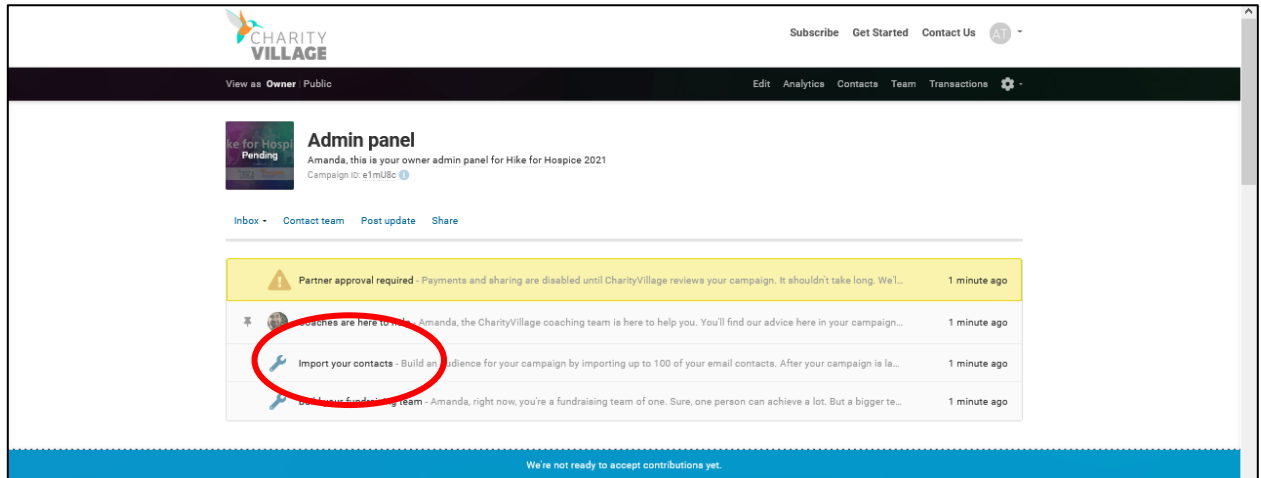
Once you login and see this yellow bar has been disappeared (usually less than 24 hours) you will be able to share your page on your social media as well as other methods utilizing the links provided right on your fundraising page (see below)



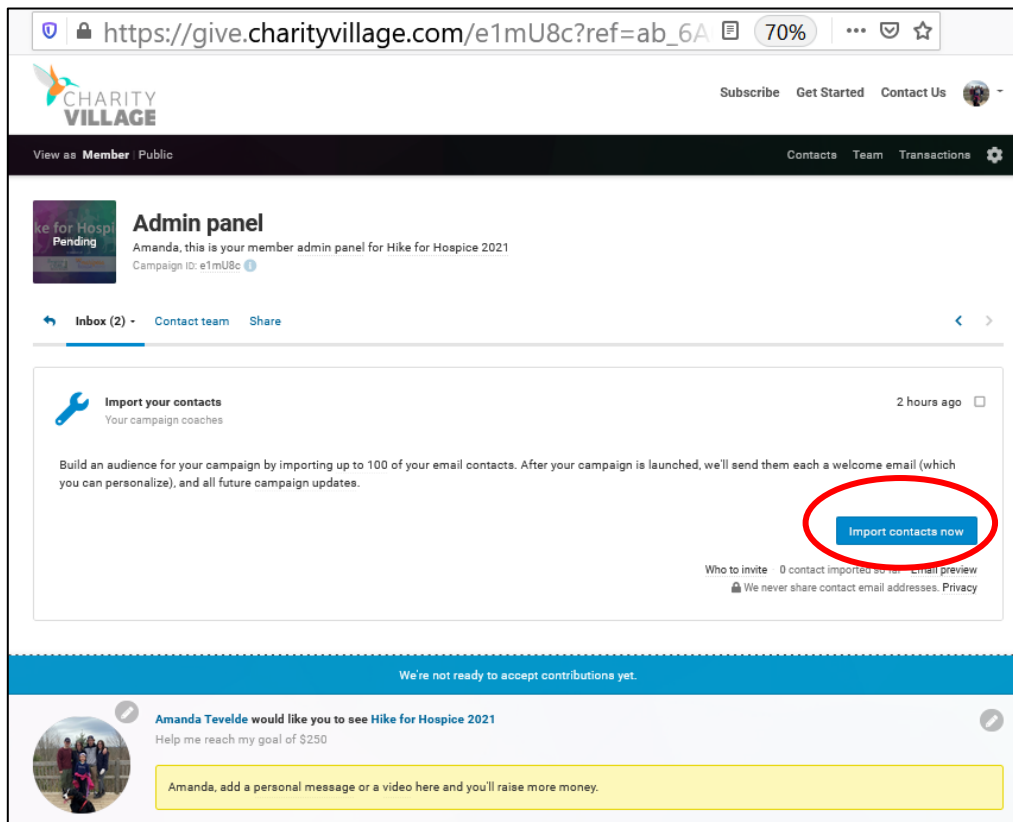
In the meantime, you are able to share your fundraising page directly through Charity Village by entering your contacts. This will email your contacts as soon as your fundraising page as been approved by Charity Village (see example below).



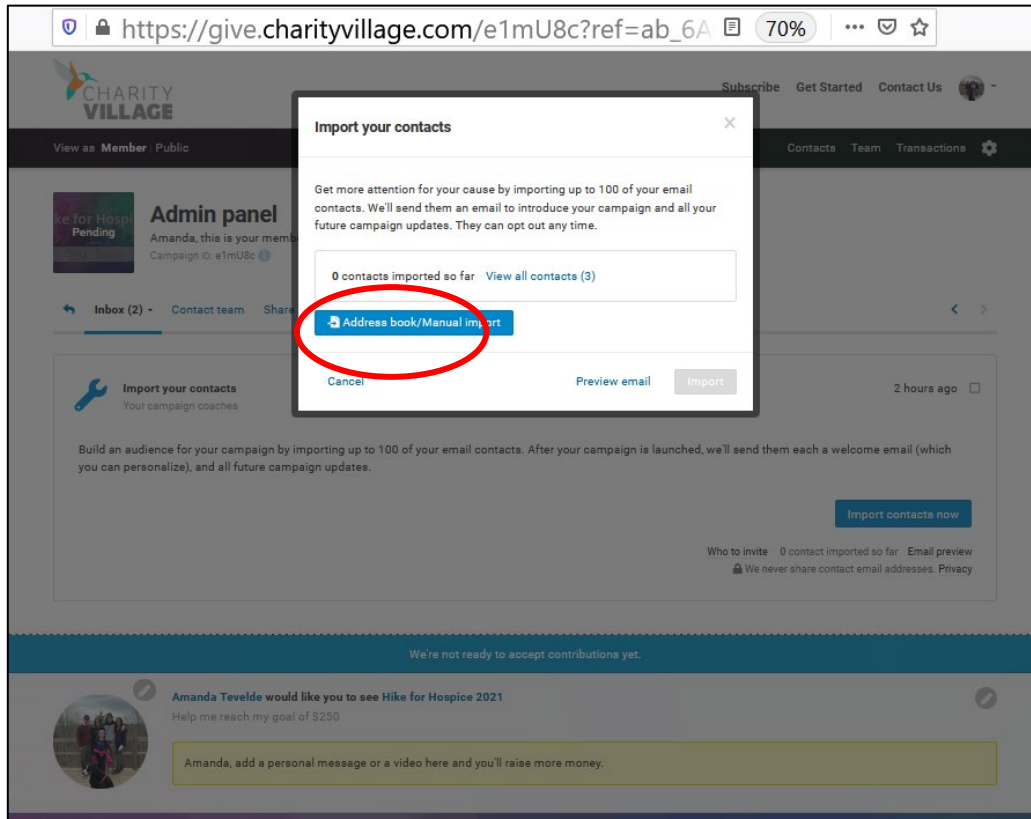
1. To do so, simply upload your contacts through your admin panel (see below)
  - a. Click on import your contacts



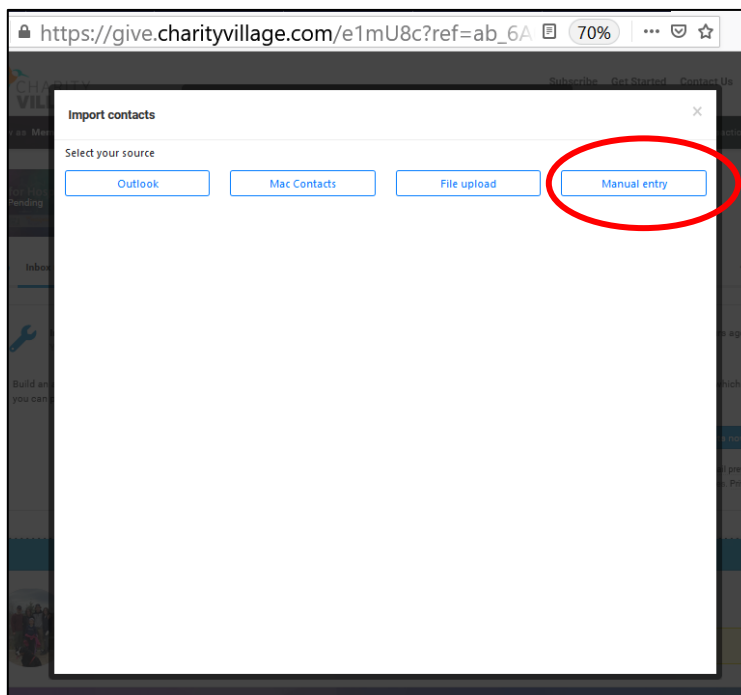
- b. Click "Import contacts now"



c. Click “Address book/manual import”



d. Click “Manual Entry”



e. Enter your contact email addresses in the space provided, click “Add”

Import contacts

Add one or more email addresses

Separate entries by comma or line break.

Examples of acceptable entries:

- Alice Anderson <alice@example.com>
- Bob <bob@example.com>
- charlie@example.com

Back Add

f. Check the box beside the name you would like to import

Import contacts

Select your contacts

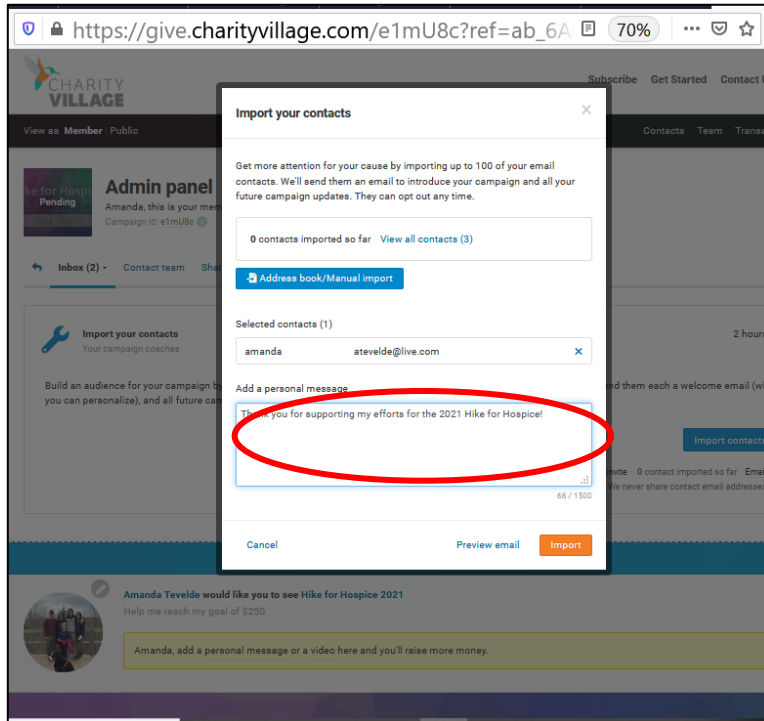
Search

	Email	Name
<input checked="" type="checkbox"/>	atevelde@live.com	Amanda

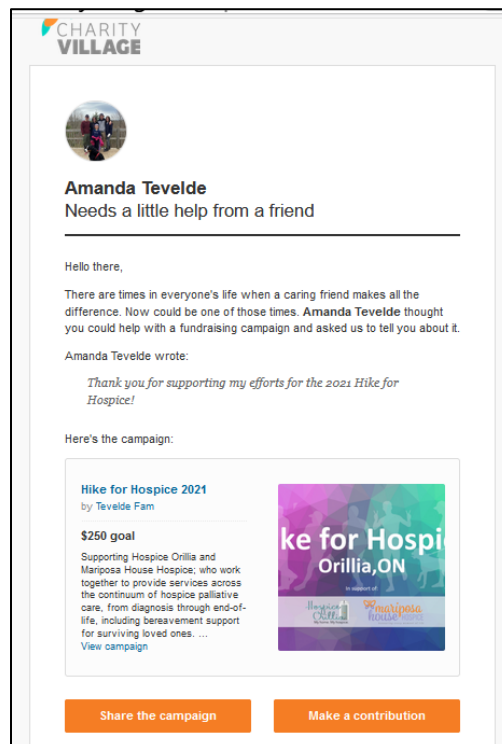
Showing 1 contact

Back Import 1 contact

g. Enter a personal message that will be seen by your contacts you are importing, click “Import”



h. The following is a sample of the email that will go to your imported contacts once Charity Village has approved your account:



Be sure to go back in and post updates as you make progress towards your goal. You will then be able to share on social media from within your fundraising page.

**Have fun and THANK YOU for your support!**