

## How to create a fundraising page on JustGiving

1. Click the following link, or copy and paste it into your internet browser:  
<https://www.justgiving.com/blmind>

2. Click **Fundraise for us** at the top-right of the page.

Mind BLMK


We support people in Beds, Luton and MK to achieve better mental health & wellbeing

Fundraise for us

Donate


3. You will need to log in. If you have not got an account, press **Sign Up** and follow the instructions. Once setup, you may need to repeat steps 1 & 2.
4. Select the type of fundraising activity you will be doing.

What are you doing?




**Emergency aid**  
Raise money during an emergency (e.g. Covid-19 outbreak).

Start




**Fitness at home**  
Set yourself a physical challenge and track your progress with Strava.

Start



**Virtual gathering**  
Use live streaming or video calls to host an online quiz or social events.


Start



**Gaming**  
Take part in a sponsored gaming marathon or competition.


Start

Looking for something else?




**Taking part in an event**  
From a marathon, triathlon or charity bike ride to a sponsored walk or trek. Raise money for any official event.

Start




**Celebrating an occasion**  
Ask friends for donations rather than birthday or wedding gifts.

Start



**Remembering someone**  
Pay tribute to a loved one by collecting donations for a cause they cared about.

Start



**Doing your own thing**  
Shave your head, give up chocolate, do something unique...

Start

5. Depending on the activity you select, you can search for the event you are taking part in. If you cannot find the event or holding your own event, press **Add your own**.

Find your event

Q Search

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Oct  
**9**  
2022

**Royal Parks Half Marathon 2022**  
Running / marathons

Select

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Oct  
**16**  
2022

**Bath Half Marathon 2022**  
Running / marathons

Select

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Can't see your event? Search all events

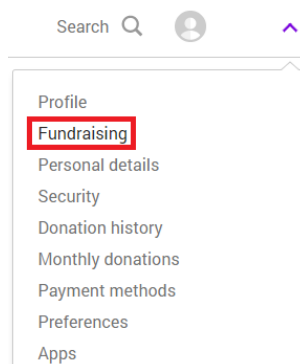
Q Search

or Add your own

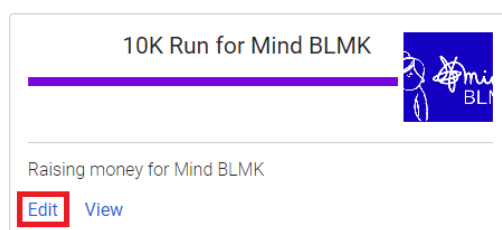
6. Fill in the details about your event:
  - a. Start and end date (if applicable)
  - b. If you are holding an event in memory of someone, tick the box
  - c. You can type your own personalised website address; it will default as your name but can be changed.
  - d. Tick if you are asking for donations in return for goods or services.
  - e. Tick if we are contributing to the cost of the fundraising. *If unsure, please email: [fundraising@mind-blmk.org.uk](mailto:fundraising@mind-blmk.org.uk)*
  - f. Tick if you would like JustGiving to pass us your contact details to keep you up to date with events, fundraising, etc.
  
7. Once you have completed the form, click **Create your page** at the bottom.
  
8. You will now be able to edit and personalise your fundraising page. You can update:
  - a. The page title.
  - b. Your fundraising target (Please ensure this is in GBP).
  - c. A summary of why you are raising money for Mind BLMK.
  - d. Include the names of anyone else fundraising with you.
  - e. Your story. This will be pre-filled with information about Mind BLMK. You can keep this section as it is or personalise with your own story.
  
9. Select save once you are happy with your changes.

**JustGiving will only accept donations with a credit/debit card, bank transfer, PayPal or Google Pay. If you receive any donations in cash and would like this reflected in your total on JustGiving, follow the below instructions:**

1. Click on your name in the top-right of the page, then click **Fundraising**.



2. You will see your event to the right of the page, select **edit**.



3. Select **Donations** along the top of the page.

View Edit Media **Donations** Settings

4. Scroll down until you see **Offline donations**, these are what JustGiving refer to as cash donations. Change the amount to the total amount of cash donations you have received, and press **Save**. This will need to be updated manually each time you receive a cash donation to reflect on your page.

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#### Offline donations

Have you received any offline donations? Add the total amount here.

£

**Save offline donations**

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#### To make a cash donation to us there are two options:

1. You can deposit the donations to your bank account and make a direct bank transfer to us (please email [fundraising@mind-blmk.org.uk](mailto:fundraising@mind-blmk.org.uk) for our bank details).
2. Deliver the donations to us at our head office:  
Mind BLMK  
The Rufus Centre  
Steppingley Road  
Flitwick MK45 1AH