





### Instructions for Creating a Fundraising Page

1. Go to: <https://reachma.salsalabs.org/seedsofhope2021>
2. Click “Start You Fundraiser”  (on the right-hand side under the plant picture)
3. Fill in all of the registration details and then click “next”
4. On the “Fundraiser Details” page, click “Create an Account”  or connect through your Facebook page
5. This will then bring you to the “Fundraiser Details” page where you will create a password, name your fundraiser, and set your fundraising goal. Your fundraising goal is very important and will be displayed on your completed page
6. Once you have completed those details, click “Next”
7. You will be brought to a summary page where you will have the opportunity to edit any details
8. Once you have confirmed the details, click “Go to Checkout”
9. You will then be brought to a page where you can choose to make a donation to your own page. There is no charge to creating a fundraising page
10. If you decide not to make a donation to your own page, make sure to uncheck the box that reads “I would like to kick off my fundraising efforts with my own contribution”
11. Click “Submit”
12. Your fundraising page is now live! Click the box that says “Login in to my page” to edit any details and content that you want displayed

**If you have any questions, please contact Lizzy Dugan at [lizzy@reachma.org](mailto:lizzy@reachma.org) or 781.296.6472**