

# Fundraise for the Food Bank by Creating a Virtual Food Drive



## A Step by Step Guide to Creating a Fundraiser for your Company or Organization

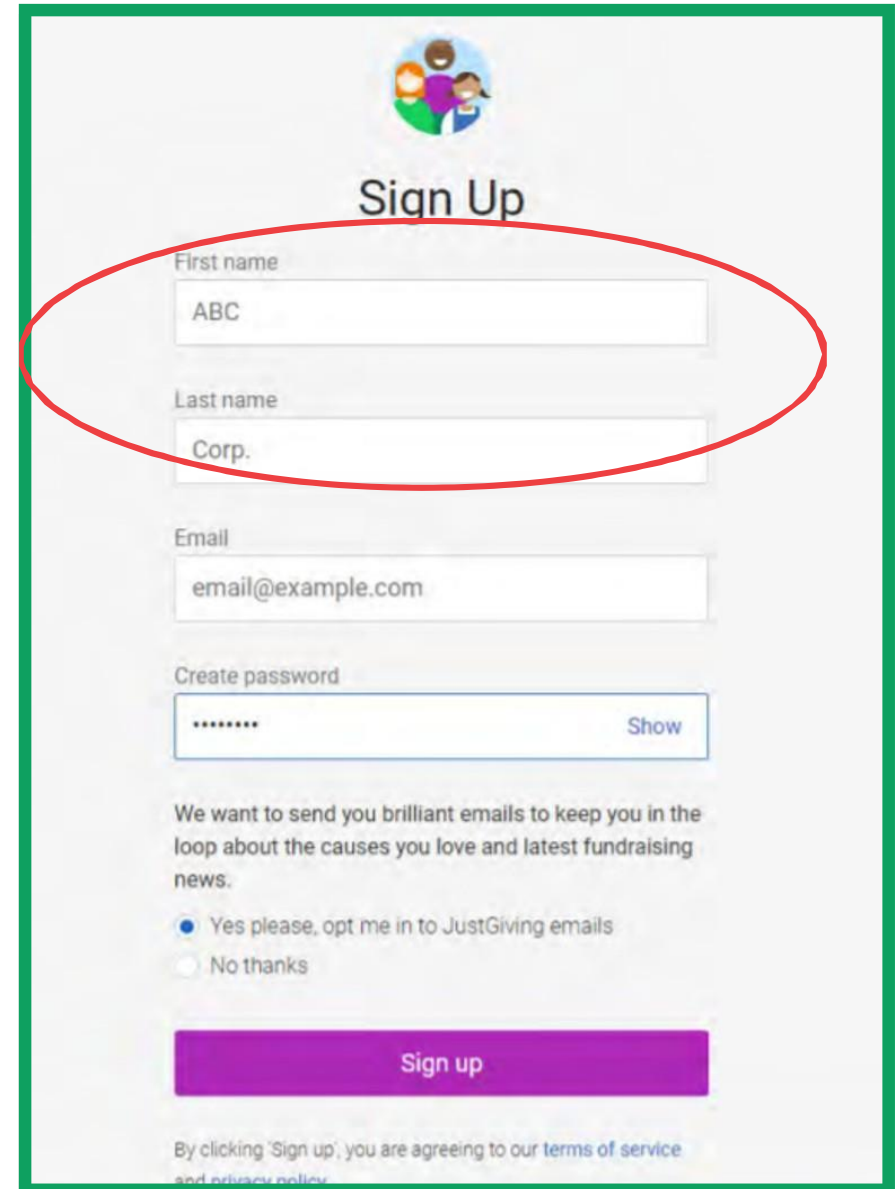
### Step 1: Setting up your page:

- Visit: <https://justgiving.com/campaign/ricfb23>
- Click on the "Start Fundraising" button.

The screenshot displays a JustGiving fundraising page for the Rhode Island Community Food Bank. At the top left, there is a "Start fundraising" button. The main image shows a woman with curly hair and glasses standing in a grocery store aisle, with a Rhode Island Community Food Bank logo overlaid. To the right, a green circular progress indicator shows "3%" and "\$3,229" raised of a "\$100,000 target" by 58 supporters. Below this are "Give Now" and "Share" buttons. The page title is "Rhode Island Community Food Bank 2023 Virtual Fundraiser". A description states: "When you donate funds to the Food Bank, we make purchases in bulk, stretching your dollar further than if you bought food yourself." The event details are "Event: 2023 Virtual Food Drive, from January 10, 2023 to January 31, 2024" and the charity registration number is "050395601". At the bottom right, there is a "Be a fundraiser" section with a "Start fundraising" button circled in orange.

## Step 2: Set up an account

- As you set up your account, **be sure to use your company or organization name in the first and last name fields.**
- You can break up the title, as seen in the boxes here.
- You will be required to fill in both the first and last name fields, so if your company name is only one word, you will have to get creative by adding something into the last name field. (Examples: Inc., Company or even just a ".")



The image shows a 'Sign Up' form with a green border. At the top is a circular logo with three stylized figures. Below the logo is the text 'Sign Up'. The form contains several input fields: 'First name' with the text 'ABC', 'Last name' with the text 'Corp.', 'Email' with the text 'email@example.com', and 'Create password' with a masked password '\*\*\*\*\*' and a 'Show' button. Below the password field is a text block: 'We want to send you brilliant emails to keep you in the loop about the causes you love and latest fundraising news.' followed by two radio button options: 'Yes please, opt me in to JustGiving emails' (selected) and 'No thanks'. At the bottom is a purple 'Sign up' button. Below the button is a small text line: 'By clicking 'Sign up', you are agreeing to our terms of service and privacy policy.'

## Step 3: Fill in the details!

### How much would you like to raise?

Targets help to set the donors, maximising funds for your selected charity

US\$ 0

USD ▾

US\$500

US\$1,000 Most popular

US\$1,500



Don't worry, if your target isn't reached, all funds raised will still be sent to your chosen charity.

Back

Next

JustGiving has 0% platform fees for donations. All funds will go direct to the charity.

### Personalise your page

A great story will help to engage potential supporters. Not ready? [Skip and add later](#)

Page title

Virtual Food Drive

Why are you raising money?

The Rhode Island Community Food Bank distributes food to people in need through a statewide network of 140 member agencies including food pantries, meal sites, shelters, youth programs and senior centers.

Currently, the Food Bank is serving more than 63,000 Rhode Islanders each month through our network of member agencies.

The Food Bank solicits food donations from the public and from the food industry, including supermarkets, food manufacturers and growers. To keep up with the high demand for food assistance, the Food Bank also purchases food at a low cost from wholesalers. Last year, the Food Bank distributed 15.1 million pounds of food, including 2.7 million pounds of fresh produce.



Enhance my story

Customise your web URL

yourcustomizedurl

justgiving.com/page/yourcustomizedurl

Go back

Next: Page cover

## Add a page cover

This is a large photo or video at the top of your page. Not ready? [Skip and add later](#)

Photo

Video

Stream

Suggested photo



[Upload photo](#)

Go back

Next: Finalise

## You're almost finished!

### Summary

|        |                         |
|--------|-------------------------|
| Cause  | 2023 Virtual Fundraiser |
| Event  | 2023 Virtual Food Drive |
| Target | Not set                 |

### Keeping in touch

Rhode Island Community Food Bank will receive your details and may need to contact you to support you in this fundraising effort.

- I'm happy for Rhode Island Community Food Bank to keep me informed, by email, about the impact of my fundraising and other ways to stay involved including future events, campaigns and appeals.

### Set your fundraiser live

By clicking 'Launch my page', you agree to our [terms of service](#), our [privacy policy](#), and have read the [Fundraising Regulator's Guidance Notes](#).



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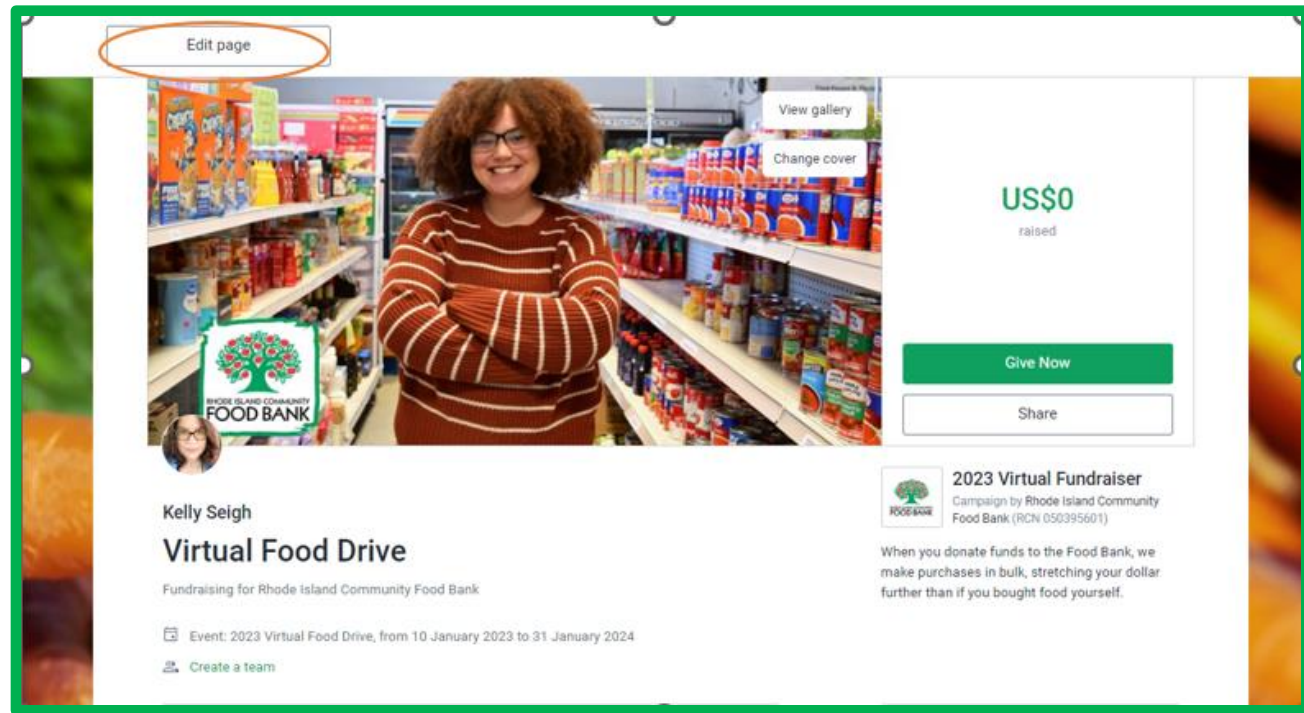
Launch my page



## How to Edit Your Fundraiser:

You can log-in to make edits to your page at any time!

Click the “Edit Page” button on the top left-hand corner of the webpage. This will take you to your dashboard.



## Once in your dashboard, you can:

- Edit pictures, verbiage, your goal, end date, and thank you message.
- Add an offline gift if someone gives you a check to send to the Food Bank or cash.
- Turn your fundraising page into a team page and encourage others to create fundraising pages to raise funds towards your goal.
- Delete your fundraising page.

**Need additional support or have further questions?**  
Please e-mail [kseigh@rifoodbank.org](mailto:kseigh@rifoodbank.org) or call 401-230-1679.