



FIRSTGIVING WEBSITE INSTRUCTIONS

Go to <https://secure.frontstream.com/sd21>

1. Click **Register**
2. **Registration Options:** Choose type of Participant (Current Resident or Community Member)
3. **Your FirstGiving Account:** Choose best option
 - a. **Sign in with email** if you have an existing FirstGiving account
 - b. **Sign in via Facebook**
 - c. **Create new account:** fill out all required fields
4. **Join a Team:** Choose *Current Residents* or *Community Members*
5. **Registrant 1:** Fill out required fields
6. **Create a personal fundraising page**
 - a. **Page Title:** Suggested to keep as formatted (*NAME'S* Page)
 - b. **Select Image:** *Upload your own image.* It is suggested to use an image of you training, wearing your *Running 4 Recovery* shirt, picture from last year's marathon or if you do not have one, upload a clear appropriate picture of yourself.
 - c. **Your Story:** This is the part where you can really tell people about yourself, why you joined the BTS team, what your experience with marathons has been and provide inspiration for interested runners or donors.
 - d. **How much do you plan to raise?** This is easy! You should have **AT LEAST** your fundraising minimum entered (\$900 residents, \$1800 non-residents). Please feel free to exceed that and create a personal goal beyond our minimums!
 - e. **Best Practice:** You have the option to start out on the right foot by donating to your own page. If you would like to do this, check the box.
 - i. Enter donation in the amount box
 - ii. Check the box marked *cover the fees for your donation* if you would like to save BTS those charges.
 - iii. **Display Name:** Type your name or other identification you want to come up on your page. Check the box labeled *hide my name* on your fundraising page if you prefer to be anonymous.
 - iv. Leave a comment if you wish
7. **Donation:** This is basically all of the fees for setting up your page. GOOD NEWS, we already have that covered! So go ahead and click **Submit**.
8. This is now your personal URL that you can share with the world via text, email, and social media. **SAVE THIS URL!**