

PITCH IN ^{FOR} BASEBALL & SOFTBALL

Instructions for Setting Up and Managing a PIFBS Fundraiser

Thank you for your interest in creating a fundraiser to benefit Pitch In For Baseball and Softball! Dollars raised helps to fill the gaps in our inventory so we can continue providing exactly what is needed for underserved groups around the world.

We've created this handy guide to help walk you through the process of creating and managing your specialized page. Let's get started.

CREATING YOUR PAGE:

1. Go to <https://pifbs.org/for-donors/>
2. Scroll down and click **Start Your Fundraiser**
3. Click **Create my own fundraising page!**
4. Enter your name and email then click **Create My Page**. Your page has now been created!

A screenshot of a web form titled "Sign up for your own Individual Crowdfunding page!". Below the title, it says "Complete the form below to create your own personal Crowdfunding page:". There are two input fields: "Name" and "Email". To the right of the form is the "PITCH IN ^{FOR} BASEBALL & SOFTBALL" logo. At the bottom of the form is a blue button with the text "Create My Page" and a right-pointing arrow.

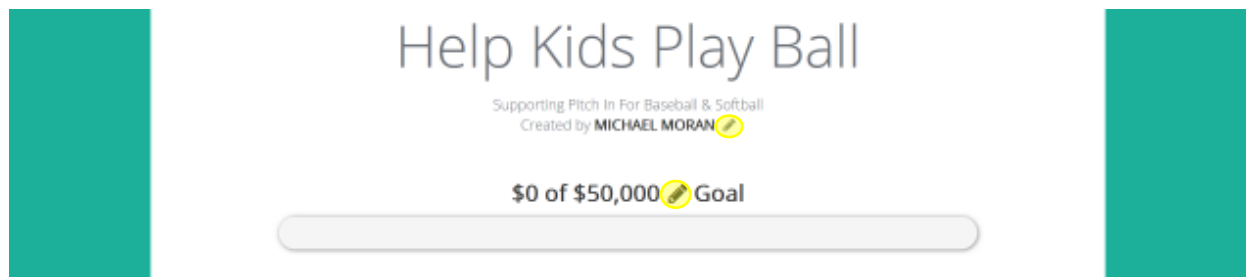
5. Following the completion of this form you will be sent two emails with the next steps for personalizing your page.

Note: Please add fundraisers@pifbs.org and info@pifbs.org to your address book to ensure proper delivery of the emails. Emails may end up in a junk/spam folder if this is not done.

****If you did not receive a confirmation email after completing your registration, please Check Your Spam Folder!!**

PERSONALIZING YOUR PAGE:

1. Click **Personalize My Page** in the first email you receive.
2. Personalize your page by clicking on the pencil icons next to each field.



3. Start by setting a goal. This way you can later track your progress with the thermometer feature.

This can be a useful tool to show your friends, family, acquaintances how you are doing. Many times, when donors see that you are close to reaching your goal, they will make a larger donation. You can update this if you are close to the goal and want to stretch further.



4. Personalize your donations page by adding a picture and share why you chose PIFBS. This is the heart of your project, share your story and why you want to help other kids play ball.

Note: Consider adding a picture of yourself or any image that you feel will increase support for your page.

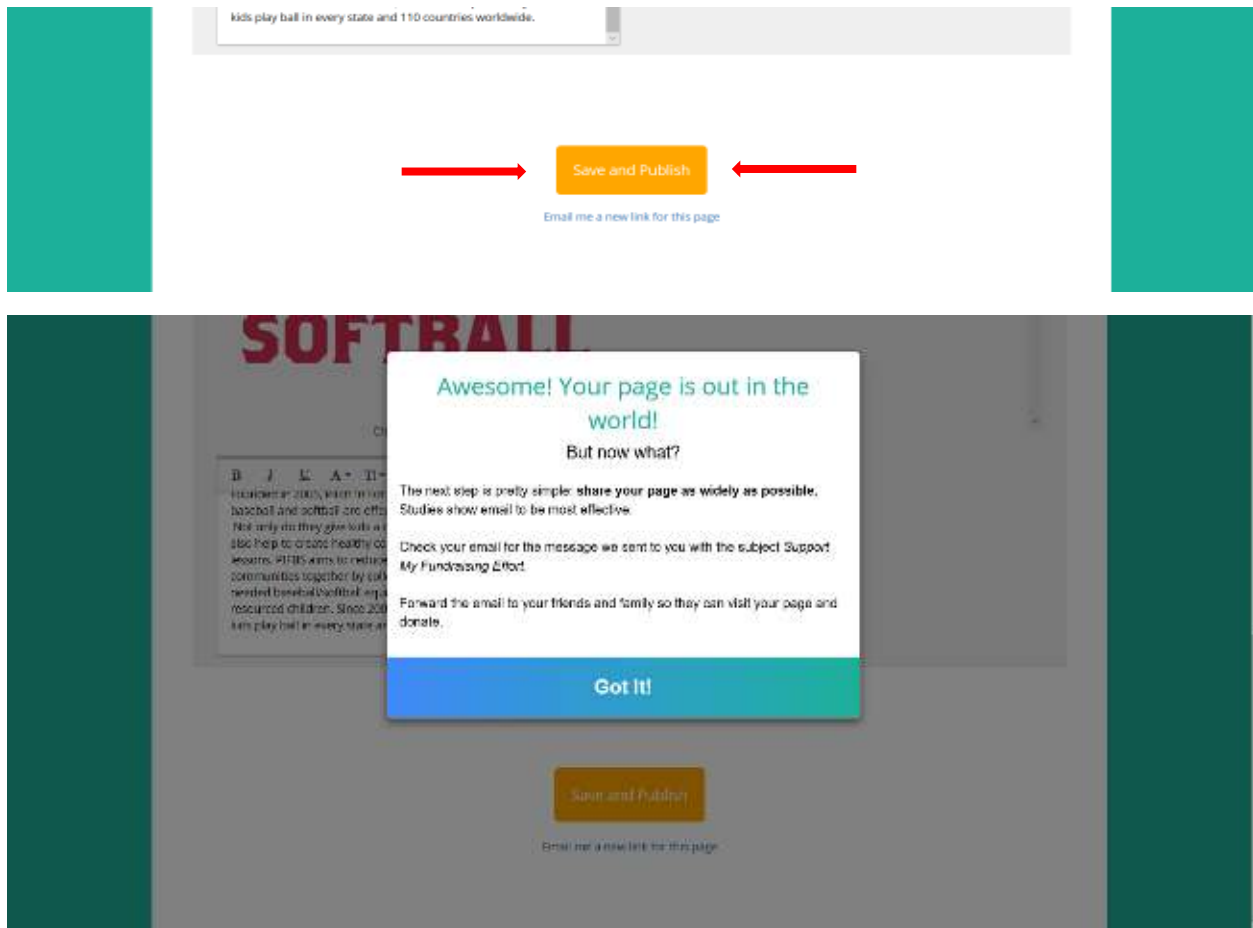
Note: Edit your personal message here.

Tip: Share why you love the game. What the game means to you. Why you chose to fundraise for PIFBS.

Note: You will be able to see those that support your fundraiser in this section.

Note: You may also choose to...

5. Once done editing your page, make sure to click save and publish at the bottom of the page.

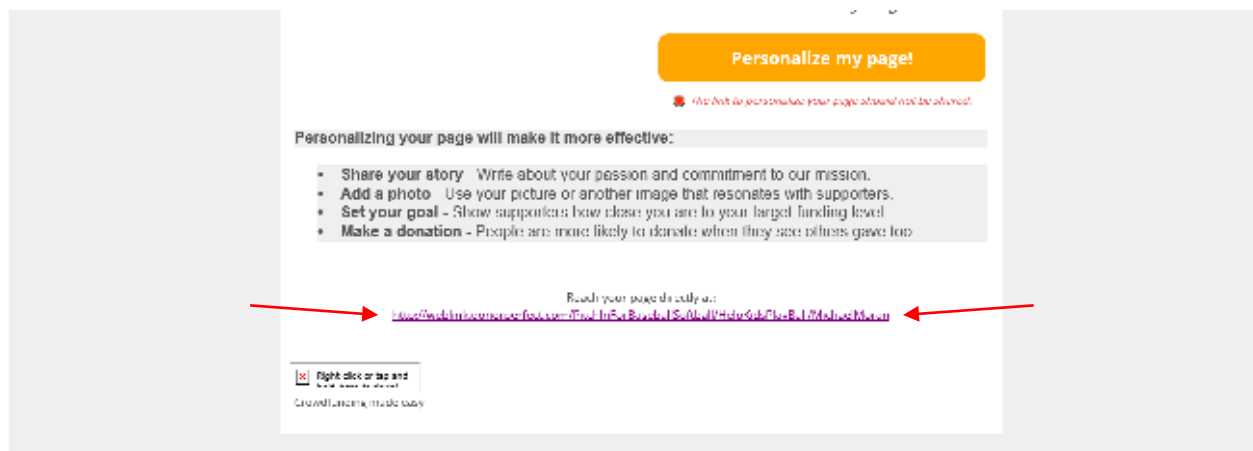


**** Changes to your page can be made at any time through the personalize my page link in the first email.**

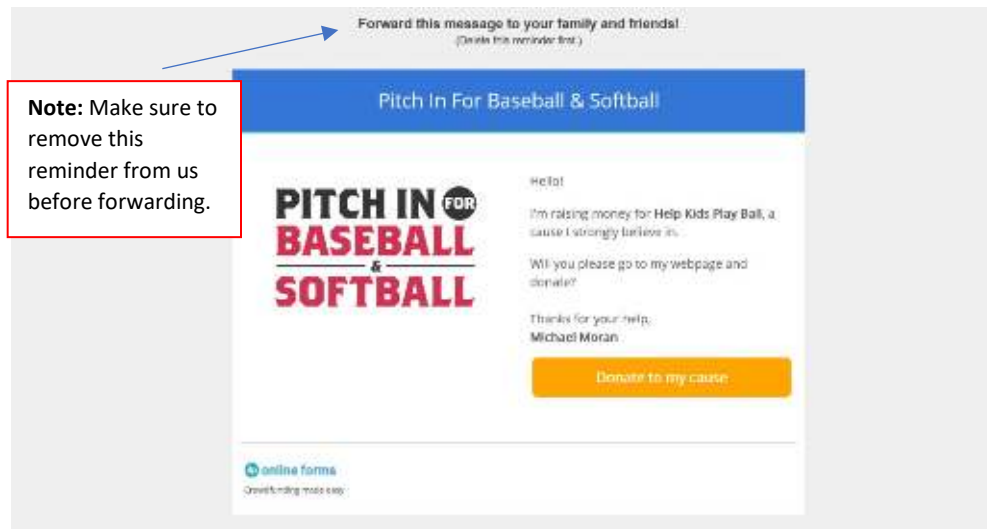
SHARING AND MANAGING YOUR PAGE:

1. **Our Recommended Sharing Method:** At the bottom of the email you received on personalizing your page you will find a link. We suggest copying this link to send your friends and family through email.

This way, you are able to personalize your message and ensure delivery to inboxes instead of junk. Consider adding a description in this email about your fundraiser. Highlight once again why you love the game and why you hope to grow the game.



2. An alternative method is to forward the second email (example below) in its entirety to your family and friends to direct them to your page. This is an easy way to share your page, but this could cause the message to end up in the spam folders of recipients. For this reason, we do not recommend this method. If you choose this method, we suggest doing a follow up email from your personal account to ensure that your contacts receive the message.



Once the fundraiser is set up, Lauren Nagata from Pitch In For Baseball & Softball will follow up with additional information and serve as a resource to connect you to the appropriate person to assist. Please look out for an email from lauren.nagata@pifbs.org.

Want to collect equipment too! Please [Register Your Project!](#)

Please reach out to info@pifbs.org or call 267.263.4069 with any questions.