

#### A BRIEF OVERVIEW OF GIVE LIVELY

Give Lively is a new way for your supporters to make a donation or to hold fundraisers for your program. You can have a supporter go to your site and click I WANT TO FUNDRAISE FOR THIS. This will allow them to create their own page where they can raise money from their friends and family for your program. Donors can still go to the Blessings in a Backpack website to make a donation to your program. You can use this tool if you want to be able to direct supporters to one link designated for your program. The fees are the same.

Note: This is a replacement for Everyday Hero.

## FREQUENTLY ASKED QUESTIONS

### Q: How do I know if people have donated to my program?

A: The most recent donations to your program will be visible on your page. Older donations will not appear, but you can work with your Program Manager to collect donation reports.

### Q: When will the funds be available in my account?

A: Financials are updated twice a month, for the periods 1<sup>st</sup>-15<sup>th</sup> and 16<sup>th</sup>-31<sup>st</sup>. These reports are created 2-3 weeks after the post date, which is when the funds are available to the program.

### Q: Can I update my page myself?

A: Currently, a staff member must create pages. Give Lively is currently developing a personalized admin login which will allow you to manage your own pages, including checking on all of the donations made to your program.

# Q: Once I provide the information needed to set-up a page (separate document), how long does it take to set-up my page?

A: Generally speaking we can create your page within a week of receiving the necessary information. Please make sure to completely fill out the informational document.

### Q: Can donors choose to remain anonymous?

A: Yes.

### Q: Do donors have the option to cover processing fees?

A: Yes.