



Fundraising Tools “Reaching out to previous donors”

By logging into your fundraising headquarters, you can easily reach out to those who have donated to you in the past.
Follow the steps below to start your fundraising campaign!

Please note: If you have multiple usernames in our database, you can only access the donors that are associated with the username you used during the 2011 Skyline Plunge! registration process.

Registered Participants Login Here..

Username:
[input field]

Password:
[input field]

Login

[Forgot your Username or Password? Click here.](#)

Step 1: Log into your fundraising headquarters.



Step 2: Click on the “My Fundraising” Tab at the top. Then click on the “Send Emails Asking For Donations” Link on the left.



MY FUNDRAISING | TEAM OPTIONS | MY PROFILE | MY REGISTRATION

Welcome Page
[Contact Us](#)

Logged in as:
cow bike tour
[Close Window](#)

MY FUNDRAISING

[Send Emails Asking For Donations](#)

[View and Thank Donors](#)

[Manage Cash & Checks](#)

[Download Forms](#)

[Make a Personal Donation](#)

Send Emails Asking For Donations

Ask Others to Support Your Fundraising Efforts...

Step 1: Send Emails

This page allows you to customize an outgoing email containing a link to your **Personal Page** where your recipients can make convenient and **secure** online donations supporti

Those making a donation via your Personal Fundraising Page will automatically receive:

- a "thank you" email from you
- an e-gift acknowledgment from Respiratory Health Association of Metropolitan CI

Respiratory Health Association of Metropolitan Chicago sincerely appreciates you our behalf!

[View previously sent emails >](#)

Option One: Send emails using your own email account (e.g. outlook, gmail, etc.)

Option Two: Import your address book and use our email system

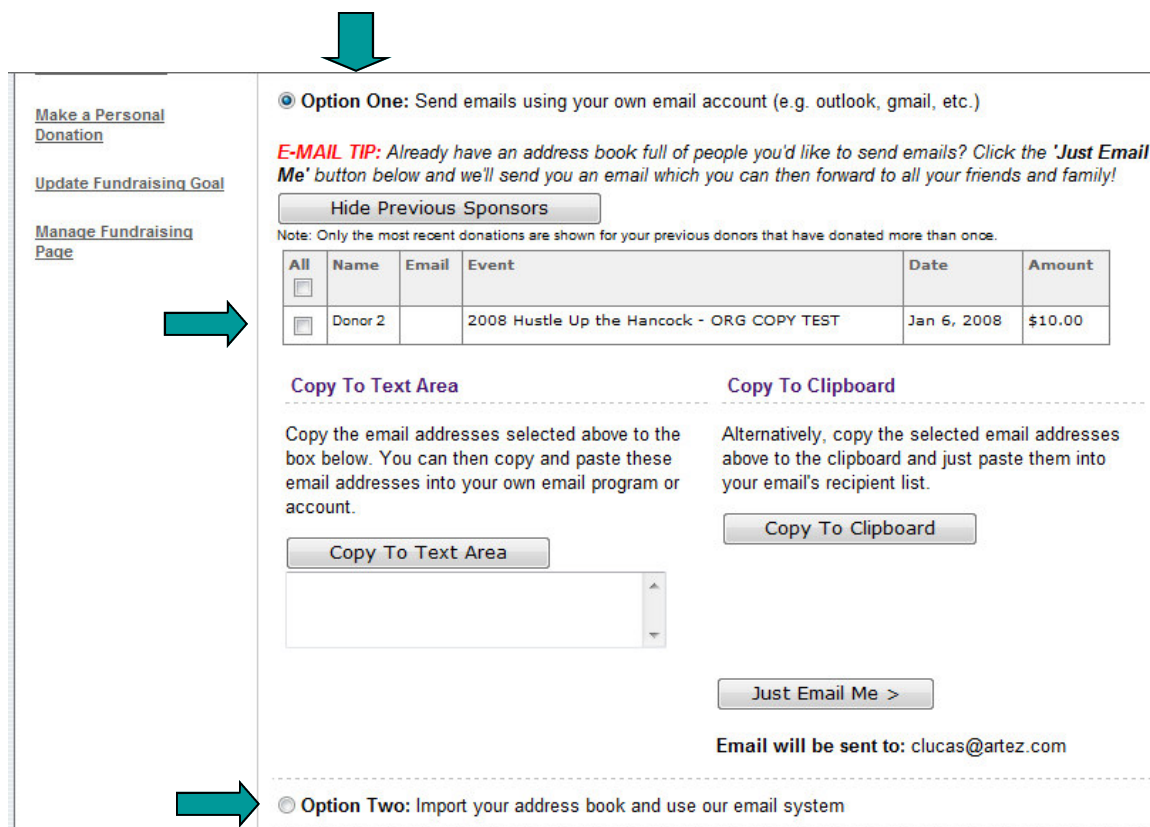


Step 3: There are two ways to send emails to your friends & family.

Option One: Send emails through your own email account. (By choosing this option, a default email will be sent to your email account. Use that email or customize it before you send it.)

Option Two: Import email addresses into the Skyline Plunge! system and send emails from your fundraising headquarters.

With both options you are able to see previous donors. (Click on the Show/Hide Previous Sponsors Button.) If they have provided a valid email address, it will be listed and you are easily able to reach out to them again by clicking on the box next to each donor.



The screenshot shows a web interface for sending emails. On the left is a sidebar with links: [Make a Personal Donation](#), [Update Fundraising Goal](#), and [Manage Fundraising Page](#). A teal arrow points from the sidebar to the main content area. The main content area has a teal arrow pointing down from above. It features two radio button options:
● **Option One: Send emails using your own email account (e.g. outlook, gmail, etc.)**
● **Option Two: Import your address book and use our email system**
Under Option One, there is an **E-MAIL TIP** and a **Hide Previous Sponsors** button. Below that is a table of previous donors. A teal arrow points to the table. The table has columns: All, Name, Email, Event, Date, and Amount. One donor is listed: Donor 2, 2008 Hustle Up the Hancock - ORG COPY TEST, Jan 6, 2008, \$10.00. Below the table are two sections: **Copy To Text Area** and **Copy To Clipboard**. The Copy To Text Area section includes a text box and a **Copy To Text Area** button. The Copy To Clipboard section includes a **Copy To Clipboard** button. Below these is a **Just Email Me >** button and the text **Email will be sent to: clucas@artez.com**. A teal arrow points to the bottom of the interface.

All	Name	Email	Event	Date	Amount
<input type="checkbox"/>	Donor 2		2008 Hustle Up the Hancock - ORG COPY TEST	Jan 6, 2008	\$10.00

Questions?

Contact us  (312) 628-0207