

Thank you for committing to organize a team for Legacy Labyrinth Project's Walking to Connect fundraiser! Your generosity continues to fund our research and projects.

Instructions for Team Set Up & Receiving Donations

It is really easy to set up a team for your Walk to Connect. In so doing, you will have your own donation page to share with people that will show:

- Your Team's individual fundraising goal (which you set) [we suggest a \$250 minimum]
- A donate button for your supporters to use for credit card donations
- When and where you are doing your walk
- Info about LLP
- Info about why you are Walking to Connect (which you can input)

Set up your team by clicking here:

<https://legacylabyrinthproject.kindful.com/llpwtc24>

- Click on Create a Team **SAVE YOUR LOGIN Info!**

You will need your login to go back to your team page and enter pledges, if you need to do that later (explained further below).

Here, you can customize your team images and messages. We have already added a main image and some details, but you can change it to suit you.

If you are doing a walk on a specific date and at a place, put that info under the About section. People do not have to attend your walk to donate or sponsor your team.

To view your team page for sharing, click on "Public Page" at the top of the screen. **Copy and save your Team's page URL** so you can put it in an email to your own mailing list. You will be able to share your team page using the Facebook and X Social Media Links located on your team Public Page.

About collecting donations:

If you are inviting people to walk with you, they can donate in these ways:

1. Go to your Team page prior to the walk and click donate.
2. Come to the walk and use their phone to donate using your team page link.
3. **You can input a pledge for them** (so it goes on your Team total) on your Team Management Page, *while at your walk*, or prior to the scheduled walk.
4. To input a pledge:
 - Go to your team fundraising page
 - At the top right, it says "Have a Donor Account? Sign in"
 - Click there to sign in.
 - Left Column: Click on Causes
 - You will see your Team, click on Details
 - At the top of the page, click on Enter Pledge
 - Fill out the form

The donor can mail their check later to:
Legacy Labyrinth Project
P.O. Box 27545
Denver, CO 80227
Include a note that it is for their pledge from your Team's walk.

You can also collect pledges ahead of time and input them at your leisure before the event. That way you can focus on the walk itself and celebrate their generosity with music and dance and cookies, perhaps.