

## Your Donations and Using your Online Page

Here is some information about how to use and make the most out of your fundraising donations kindly given to you by your supporters.

### How to pick which online page provider to use?

It's totally up to you which online page provider you use. JustGiving don't implement any charity fees on their pages and Enthuse is a new platform with lots of exciting capabilities.

### I have set up a Facebook fundraiser, what should I do?

If you have set up a fundraiser on Facebook, please contact the Events Team and let us know about your fundraising activity so we can support you.

### What is Gift Aid?

The Gift Aid scheme allows charities to reclaim tax on donations made by UK taxpayers from HM Revenue and Customs. This means that if you are a UK taxpayer, for every £1 you donate to us we will receive £1.25 in total, without costing you any extra.

This scheme helps us fund more ground-breaking research for cystic fibrosis, so please support us by donating with Gift Aid.

### What should I do when I have completed my challenge/fundraising activity?

All your fundraising on your online page will automatically be transferred to the Trust, so you don't have to do anything. JustGiving pages close automatically 120 days after the event, however you can manually close any page any time so no more donations can be received.

We recommend personalising your page as much as possible, with photos, engaging content such as why you are taking part as well as providing updates about how the challenge is going. Find out how to do that on the next page.



### What should I do with offline donations?

If you have any offline donations, such as cash or cheques that your donors have given you, whichever method you choose below please include your name, event and if possible, your post code so we can track your donation.

#### 1) By post – you can send your donation to:

Cystic Fibrosis Trust, 2nd Floor, One Aldgate, London EC3N 1RE.  
Please make your cheque payable to 'Cystic Fibrosis Trust'. Please send any sponsorship forms too so that we can claim relevant Gift Aid.

#### 2) By direct bank transfer:

Bank Account: Cystic Fibrosis Trust Receipts Account  
Bank Account No: 20513925  
Bank Sort Code: 50-00-00  
Bankers: NatWest Bank plc, PO Box 34,  
15 Bishopsgate, London EC2 2AP  
SWIFT Code: NWBKGB2L  
IBAN: GB71NWBK50000020513925



#### Enthuse FAQs

As Enthuse is a new platform, we've put together some FAQs to support everyone using it to fundraise.

#### How to edit a page

When you first registered for the event you will have received an email from Enthuse with a 'View your supporter page' link. Following this link, you will be logged in and able to edit your story, your profile picture, background photo, change your target and link your Strava.

#### How to close a page

When your challenge is complete you don't need to do anything as your fundraising has already been transferred to the Trust. If you want to close your page so no more donations can be made this can be done on the participant dashboard. This can be found by clicking on the 3 lines on the top right-hand screen of your fundraising page.

#### How to find my login to the dashboard

When you register you will receive an email from Enthuse with the subject header 'Here are your order details' and a link to your online page and your order number. Use your order number and the email address you used to register as your log in details to the dashboard.



#### How to use Strava?

By linking your personal Strava account to your online page, you can share with your donors the progress of your training runs, walks or cycles and post evidence of your challenge. Find out more about Strava on our 'How to Use Strava' document.

There's lots more information about how to use your Enthuse fundraising page directly from Enthuse here - <https://help.enthuse.com/en/collections/2091500-help-for-fundraisers#managing-your-personal-fundraising-page>

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If you have any questions, please contact [events@cysticfibrosis.org.uk](mailto:events@cysticfibrosis.org.uk)

Thank you for your valued support and hard work raising vital funds for the Cystic Fibrosis Trust to help us achieve a life unlimited for those with cf.

