



40
Club



Guide to Online Fundraising

Because every day matters
www.hospiscare.co.uk

Registered charity no. 297798



Hospiscare
Caring in the heart of Devon

40 Club JustGiving – How to get started

Nominate one individual from your business to set up your Main Fundraising page. They'll need to sign up for a JustGiving account - and we'd suggest doing so using a work email address.

Creating your Fundraising Page

1. [Click here](#) or visit the address below to create your main fundraising page for the Hospiscare 40 Club 2025-2026
www.justgiving.com/campaign/devonbusinessleague2025
2. Click on 'Start Fundraising'
3. Log in to your JustGiving account or sign up if you don't have one
4. Set your Fundraising target! The sky's the limit

Edit your Fundraising Page

1. You'll see we've started you off with some suggested copy, but personalise your story – tell us what made you decide to join the 40 club and why you feel it's important to support your local hospice
2. Take a photo of your team for your fundraising page
3. You could start with a self-donation to kick-start your fundraising
4. Use the tools to make your page as engaging as possible. [Here are some tips!](#)

How to use your JustGiving page

If you are taking part in activities that **do not require a minimum fundraising target*** in order to participate (e.g. you have planned your own sponsored walk/run/swim/silence/bake off etc), you can share the link to your main JustGiving page so that people can show their support and make a donation.

Shout it from the rooftops! Let friends, family and colleagues know the lengths you are going to support your local hospice and why. Share on social media, perhaps set up a Whatsapp Group and consider featuring your 40 Club news in your staff newsletter

There are lots of resources you can use on our 40 club web page, too! www.hospiscare.co.uk/40club

If you'd like a personalised fundraising poster, just let us know. Email events@hospiscare.co.uk along with your chosen photo

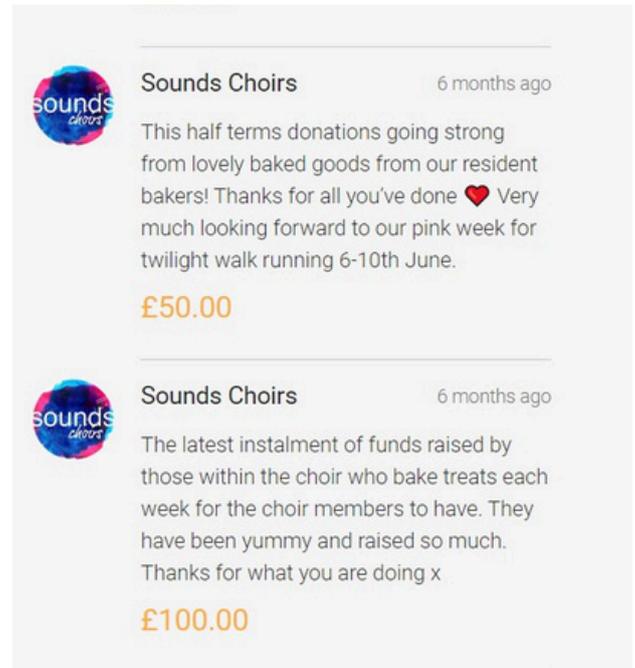
**If your fundraising activity does have a minimum fundraising requirements, please see page 5*

How to Pay in Offline Donations

If you have held a fundraiser like a coffee morning or a bake sale and have received cash donations, you'll need to pay these in to Hospiscare.

You can do this by:

- Making a donation of the cash amount to your JustGiving page. In the donation message, please note what the donation was for - e.g. 'bake sale donations'
- If the donation is the result of a bake sale or fundraising collection, please do not click the box to Gift Aid it.



Or

- Email fundraising@hospiscare.co.uk to arrange to drop the cash you have collected in to Searle House. It may also be possible to arrange for one of our Fundraisers to collect it.

Or

- If you would like to keep the cash and make a donation via BACS, please ring: 01392 688019.

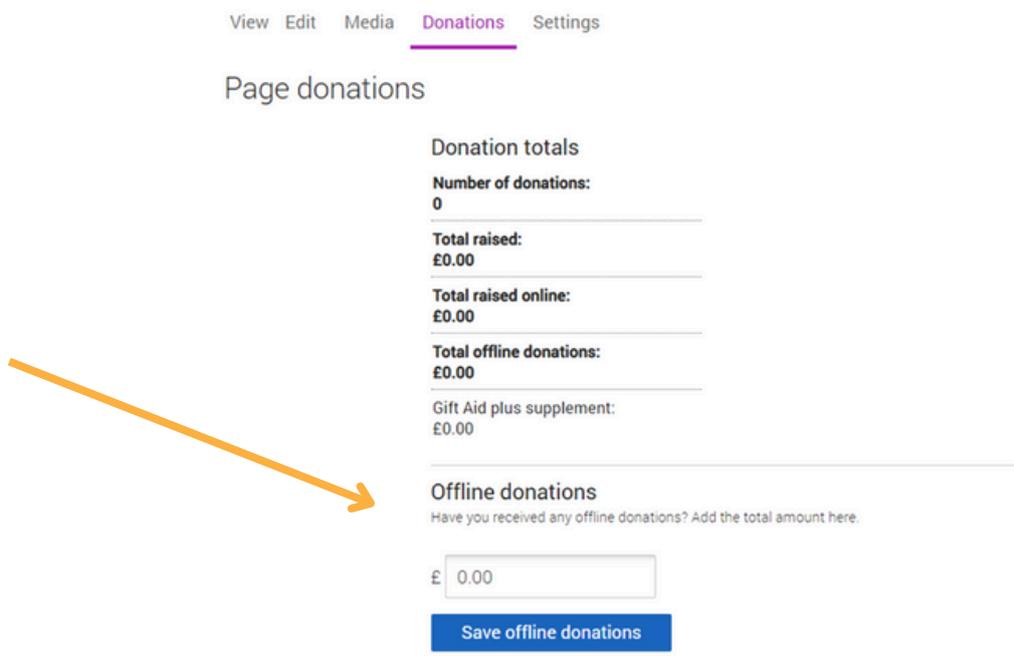
Adding Your Offline Donations to your JustGiving Total

If you pay the cash you have raised in to Hospiscare, they will contact you to confirm the amount.

Once Hospiscare have been in touch to confirm receipt of your cash donation, you can add it to your Just Giving page.

1. Log in to your account and click on your name/icon in the top right corner and select 'Fundraising'
2. Click 'Edit' on the page you'd like to add the balance to
3. Click 'Donations' along the top of the page
4. Enter in the amount box the total amount raised offline and select 'Save offline donations'.

If you'd like to acknowledge the friends and family who've given you money offline, you can add a quick update to your page thanking them for their donation.



The screenshot shows the 'Donations' section of a JustGiving page. At the top, there are navigation links: 'View', 'Edit', 'Media', 'Donations' (highlighted with a purple underline), and 'Settings'. Below this is the heading 'Page donations'. The 'Donation totals' section displays the following information:

Number of donations:	0
Total raised:	£0.00
Total raised online:	£0.00
Total offline donations:	£0.00
Gift Aid plus supplement:	£0.00

Below the totals is the 'Offline donations' section, which includes the text: 'Have you received any offline donations? Add the total amount here.' There is a text input field containing '£ 0.00' and a blue button labeled 'Save offline donations'. An orange arrow points from the left towards the input field.

My Activity has a minimum fundraising target... How does that work?

Some activities have a minimum fundraising target.
For example...

- Skydives,
- The Great West Run
- The London Marathon

This means that in order to participate in the activity, individuals commit to raising a minimum amount.

If an individual is taking part in an event with a minimum fundraising target, **they will need to create their own individual JustGiving page.**

Alice will provide them with guidance on this, as well as how to ensure their fundraising total is reflected in the Hospiscare 40 Club Fundraising total.

If you are not sure if your activity has a minimum fundraising target, please contact Hospiscare: events@hospiscare.co.uk

**Thank you for
supporting
Hospiscare!**