CDHA Foundation Peer-to-Peer Fundraiser Instructions

This document provides instructions on how to create a fundraiser on Facebook and Instagram using your mobile apps or on the desktop/laptop computer.

HOW TO CREATE A FUNDRAISER ON FACEBOOK VIA PHONE APP

1. Open the Facebook App on your phone.

2. Navigate to the “Fundraisers” section of Facebook by selecting the magnifying glass icon in the upper right-hand corner, type in “Fundraisers”, and select the first option.

3. Click on “Raise Money”, select the CDHA Foundation as the Non-Profit by typing in California Dental Hygienists Association Foundation, and select the first option.
4. The cover photo, fundraiser title, and description will automatically be populated. We recommend leaving the cover photo as the CDHA Foundation’s logo. However, you can update the fundraiser title or description to your preference.

   • **Suggested description to update to:**
     Want to join me in supporting a good cause? I'm raising money for the CDHA Foundation, and your contribution will make an impact, whether you donate $5 or $500. Every little bit helps. I appreciate your support. I've included information about the CDHA Foundation below.

   Initially formed in 1980 by fifteen dental hygienists, the California Dental Hygienists Assn. Foundation is a 501(c)(3) nonprofit corporation. The CDHA Foundation raises funds to encourage and promote professional advancement through scholarships, quality research, and community service outreach.

   In addition to the CDHA Foundation awarding over $10,000 in awards in 2023, they added a Community Outreach Service Grant. This new grant will help fund dental hygiene community projects aligned with the Healthy People 2030: Oral Health Objectives.

   Thank you for your donation and for making a difference in the lives of many.

5. Edit the monetary goal and select **October 31, 2023, as the end date**.

   • **Fundraising Goal:**
     Recommend $500-$1,000 or more. Your goal should be ambitious while still in the realm of possibility. You want the goal to be challenging to reach (to foster inspiration and growth) yet not so high that it seems impossible.

6. Click 'Create' to start the fundraiser.
1. Go to [www.facebook.com](http://www.facebook.com) and sign-in.

2. On the left-hand side, click on “Fundraiser”, click on “Raise Money”, select the CDHA Foundation as the Non-Profit by typing in California Dental Hygienists Association Foundation, and select the first option.

3. Follow Steps #4-6 above to create your fundraiser.
HOW TO CREATE A FUNDRAISER ON INSTAGRAM MOBILE APP

You can only create a fundraiser on Instagram through your mobile app. It cannot be created on the Instagram website on a desktop/laptop computer.

1. Open the Instagram App on your phone.

2. In the bottom menu select the profile icon and then click on the plus sign icon at the upper right hand corner to create a Fundraiser.

3. Then select Fundraiser, select the CDHA Foundation as the Non-Profit by typing in California Dental Hygienists Association Foundation, and select the first option.

4. Enter in the fundraiser details.
   - Visit the following link to save the CDHA Foundation logo to your phone by holding down on the image, select Save Image, then click on Add Photo, and select the CDHA Foundation logo from your photos. Visit the following link: [https://cdha.org/portals/cdha/CDHAF_Web_1.png](https://cdha.org/portals/cdha/CDHAF_Web_1.png)
   - Where it says “Tell people why this cause is important to you...” copy and paste the following description. **Want to join me in supporting a good cause? I’m raising money for the CDHA Foundation, and your contribution will make an impact, whether you donate $5 or $500. Every little bit helps. I appreciate your support. I've included information about the CDHA Foundation below. Initially formed in 1980 by fifteen dental hygienists, the California Dental Hygienists Assn. Foundation is a 501(c)(3) nonprofit corporation. The CDHA Foundation raises funds to encourage and promote professional advancement through scholarships, quality research, and community service outreach. In addition to the CDHA Foundation awarding over $10,000 in awards in 2023, they added a Community Outreach Service Grant. This new grant will help fund dental hygiene community projects aligned with the Healthy People 2030: Oral Health Objectives. Thank you for your donation and for making a difference in the lives of many.**
   - Set your Fundraising Goal: Recommend $500-$1,000 or more. Your goal should be ambitious while still in the realm of possibility. You want the goal to be challenging to reach (to foster inspiration and growth) yet not so high that it seems impossible.

5. Then click on “Share Fundraiser”.
