

HOW TO HOST A FACEBOOK FUNDRAISER FOR YOUR FOOD PANTRY

Allowing people to make donations to your food pantry through Facebook can be an effective way to raise funds to support your work. In these difficult times of need, people want to help and people are accessing Facebook today at a very high rate.

In an effort to be able to accept donations through Facebook, you need to feed a few basic requirements, which should not be difficult:

- Be a 501©(3) organization registered with the IRS.
- Have a tax ID number.
- Have a bank account registered with a licensed financial services institution.
- The date of birth and address of the charity's CEO or executive director (this is to simply verify that the individual overseeing the donations is over 18).

You can find more information on these specifics along with other helpful hints [HERE](#).

You can begin the process of becoming eligible to accept donations for your food pantry by access the following link from your organization's Facebook page [HERE](#).

Once you have followed the necessary steps to become approved to accept Facebook donations, follow these steps to allow fundraising on Facebook:

1. From a desktop, log into Facebook and click **Publishing Tools** in the top menu of your Facebook page.
2. Click **Donation Settings** under **Fundraisers**.
3. Check the box next to **Allow people to create fundraisers**.
4. Check the box next to **Allow people to add donate buttons next to their posts**.
5. Click **Save**.

The final step is to create a fundraiser for your food pantry and you can see the steps below to be able to do that. You can also find this information and additional information at the link [HERE](#).

1. Click **Fundraisers** in the left menu of your news feed.
2. Click **Raise Money**.
3. Select Nonprofit or **Charity**.
4. Select a charitable organization, chose a cover photo and fill in the fundraiser details.
5. Click **Create**.

Feel free to contact Jared Slinde at jslinde@greatplainsfoodbank.org with any questions.