

QUICK START GUIDE

FUNDRAISING PAGE

This guide will teach you how to check your fundraising progress.



1. Login to the mission site at apply.focusmissions.org

2. Click "Fundraising Details"

MAIN NAVIGATION	To apply for a trip, click on 'My Applications.'
🍤 Trips	To check the status of trips you have been accepted on, click on 'Trips.'
My Applications	
E Fundraising Details	

3. Click "Details"

Actions	Mission Fund	Fundraising ID	Days	Mission Trip	Season	Year	Last Name	First Name
Detail	20588	78028	199	Mexico City 2a (Greek)	Spring Break	MY19	Harrington	Reiley
Detail	20680	78678	34	Papua New Guinea (Men Only)	Summer	MY19	Harrington	Reiley

4. Check on your progress

- This page will give you all the information you need regarding your donations.
- You should also manually log the donations you receive for comparison and tracking purposes.
- Please note in busy times it may take several days for gifts to process.

John Doe (MTSF-10036 - MY John's Fundraising URL: https://host.nxt.blackbaud.cc %20MY25%20Spain%202%20%28Camino%20de%20 Fundraising setup email last sent: 11/20/2024	125 Spain 2 pm/donor-form?svcid=)Santiago%29%20-%;	(Camino tcs&formId=000 20DSC%20Per:	o de Sant 7b2c3-c4d8-487 sonal%20Apostol	iago)) 1-a8e1-4889b5 ate%29	ie349d7&envid=p-NOjaSy-8(DEC7MTOQZWC_nQ	&zone=usa&de:	sid=28273&appealid=	Records Pe 28416&desname=John%20Doe%20%28MTSF-	r Page: 20 v 10036%20-
Fundraising ID: MTS	F-10036			Sp	ain 2 (Camino de Sa	intiago)			John Doe	
Raised:		\$250.00	Year:				MY25	Email:	jesseasley12+testmis	sions@gmail.com
Goal:		\$3,950.00	Season			5	Summer	Phone:		3182684410
Deadline 1:	May 01, 202	25 - \$1591	Departu	re Date:		Jul	8, 2025	Gender:		Female
Deadline 2:	Jun 01, 202	25 - \$3950	Return I	Date:		Jul 2	9, 2025	School:	DSC Pe	ersonal Apostolate
Deadline 3:			Mission	Fund ID (FE P	roject Code):		1578	Year in School		Non-student
Deadline 4:										
Itemized Donations (1 total)									s	howing 1 - 1 of 1 total
Donor	Address	City	State	Zip	Date	Amount	Туре		Gift ID	Donor ID
Trip Deposit - Paid for John Doe					Nov 19, 2024	\$250.00	Application I	Deposit	dsfajhkfdsajkdsfjkldfsakjldfs	



5. Access your fundraising link

- You can click your fundraising URL which will take you to the form where people can make donations
- FOCUS recommends usings a platform to shorten the URL link such as tinyurl, etc.

John Doe (MTSF-10036 - MY Lober Fundrating URL: https://host.nxt.blackbaud.co %20MY25%20Spain%202%20%20Camino %20d%20 Fundraising setue email last sent 11/2//2024	'25 Spain 2 m/donor-form?svcid= Santiago%29%20-%	(Camino tcs&formId=00c 20DSC%20Pers	o de Sant 57b2c3-c4d8-487 sonal%20Apostol	iago)) 1-a8e1-4889b! ate%29	5e349d7&envid=p-NOjaSy-8	OEC7MTOQZWC_nC	l&zone=usa&des	id=28273&appealid	Records Pe =28416&desname=John%20Doe%20%28MTSF	r Page: 20 🗸
Fundraising ID: MTS	Spain 2 (Camino de Santiago)					John Doe				
Raised:		\$250.00	Year:				MY25	Email:	jesseasley12+testmis	sions@gmail.com
Goal:		\$3,950.00	Season				Summer	Phone:		3182684410
Deadline 1:	May 01, 2025 - \$1591			Departure Date:			Jul 8, 2025 Gender:		Female	
Deadline 2:	Jun 01, 2025 - \$3950			Return Date:			Jul 29, 2025 School:		DSC Personal Apostolate	
Deadline 3:			Mission	Fund ID (FE P	roject Code):		1578	Year in School		Non-student
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Itemized Donations (1 total)									S	howing 1 - 1 of 1 tota
Donor	Address	City	State	Zip	Date	Amount	Туре		Gift ID	Donor ID
Trip Deposit - Paid for John Doe					Nov 19, 2024	\$250.00	Application [eposit	dsfajhkfdsajkdsfjkldfsakjldfs	

6. View your donation page and confirm your name and trip name is there.

First name	Last name	
Email		
Country United States		
Address		
City		
State	↓ ZiP code	