Crowdfunding Alberta

Registration Guide

Overview

Crowdfunding Alberta provides a streamlined and 100% online application process. This resource provides step-bystep guidance to help your organization launch its campaign quickly to begin building connections with donors on the causes that matter to them.

Steps to registering with Crowdfunding Alberta

Step 1: Sign Up on Crowdfunding Alberta

- Visit the website: give.crowdfunding.alberta.ca/organizations/create
- Choose one of the sign in options presented:
 - facebook
 - google account
 - email address
- Complete the sign up process by adding your name and creating a password.

Important Information

Be sure to sign in using the information of an authorized representative of your organization.

Step 2: Create your Organization's Profile

- Complete the fields as prompted.
- Required organizational information includes:
 - Incorporation name, number, date and legislation
 - Contact information
 - Mission statement
 - Sub-sector represented
 - Application for Electronic Payment form and acceptable supporting banking information
 - Paypal or Stripe account
 - Desired platform pricing model (free, standard or pro). The free model is selected by default.
- You will be prompted to sign the match funding disbursement agreement which does not guarantee receipt of funding
- Optional organizational information includes:
 - Logo
 - Charitable tax number
 - Operating name (if different than incorporated)
- Once your profile is submitted you will be automatically taken to the campaign creation page.

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Step 3: Create your organization's campaign

- Complete the fields as prompted.
- Required campaign information includes:
 - A brief summary of your campaign's intent
 - Campaign title
 - Use of funds category
 - Fundraising goal (\$)
- · Optional campaign information includes:
 - Campaign picture
 - Detailed campaign story
 - Campaign deadline
- · Once satisfied with your campaign details, click 'submit' to have it reviewed by Crowdfunding Alberta Staff.



Important Information

Be sure to review and edit your campaign details before submitting it for approval.

Step 4: Receive Notification

- You will be notified by email when your campaign is approved or denied for use of the Crowdfunding Alberta platform.
- If approved, the campaign will automatically go live on the Crowdfunding Alberta platform and your 8-week timeline to earn match funding will begin.

Important Information

Approval to use the Crowdfunding Alberta platform does not guarantee the campaign will be approved for match funding from the Government of Alberta. See the Crowdfunding Alberta Fact Sheet for match funding eligibility.

Crowdfunding Resources

• Visit the Crowdfunding Alberta website to access <u>learning resources</u> and <u>success stories</u> to help you develop and promote your campaign.

Access Help

Technical support

- Connect with a Customer Care Representative through the platform's chat feature or email us to request support:
 - Email: support@crowdfundingalberta.ca

Program inquiries

- Connect with us about general program information:
 - Email: crowdfundingalberta@gov.ab.ca

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