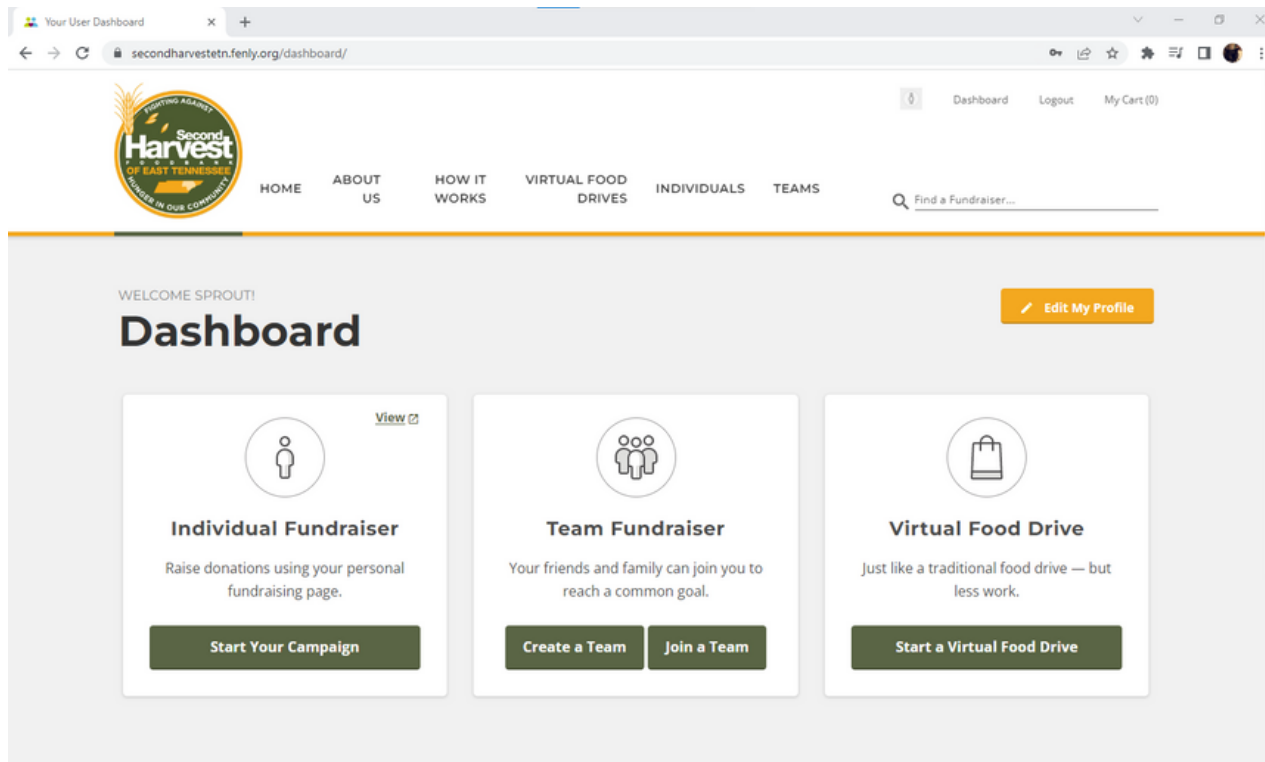


# SETTING UP YOUR VIRTUAL FOOD DRIVE



The screenshot shows a web browser window with the URL [secondharvestetn.fenly.org/dashboard/](https://secondharvestetn.fenly.org/dashboard/). The page features the Second Harvest of East Tennessee logo and a navigation menu with links for HOME, ABOUT US, HOW IT WORKS, VIRTUAL FOOD DRIVES, INDIVIDUALS, and TEAMS. A search bar is also present. The main content area is titled "WELCOME SPROUT! Dashboard" and includes an "Edit My Profile" button. Three main options are displayed in cards:

- Individual Fundraiser**: "Raise donations using your personal fundraising page." Includes a "View" link and a "Start Your Campaign" button.
- Team Fundraiser**: "Your friends and family can join you to reach a common goal." Includes "Create a Team" and "Join a Team" buttons.
- Virtual Food Drive**: "Just like a traditional food drive — but less work." Includes a "Start a Virtual Food Drive" button.

1

Head to <https://secondharvestetn.fenly.org/>

2

Select "Start a Virtual Food Drive"



### REGISTER HERE

First


Last

Email Address

Your password must be between 8 and 22 characters and include at least one letter and one number. You may use letters, numbers and the following special characters: ! @ # \$ %

Password

Confirm

I'm not a robot  reCAPTCHA Privacy Terms

Register Now!

3

Register your account by filling out the above information



VIRTUAL FOOD DRIVE

## Test Run

Dashboard

### 1. Basic Information & Description

Your Virtual Food Drive's Name \*

Test Run's Virtual Food Drive

Custom URL \*

https://secondharvesttn.fenly.org/drive/ test-runs-virtual-food-drive

Company/Organization Name

4

Name your food drive. The URL will auto-populate based on this name — feel free to change the URL or leave it

### Short Description for Your Virtual Food Drive

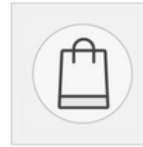
A Virtual Food Drive allows you to purchase food for the food bank from wherever you are! Thanks to the partnerships we've developed and connections with wholesale distributors, when you give to Second Harvest Food Bank, your dollar stretches even farther! With more than 200,000 East Tennesseans currently experiencing hunger, your support makes a difference. Together we can Fight Hunger and Feed Hope!

*It's generally best to keep this to a few sentences.*

### Virtual Food Drive Image

Choose File No file chosen

*This image will be cropped to 200 x 200 pixels.  
It is recommended you upload a square image for best results.*



Current Image

No image uploaded.

5

This description also auto-populates, and you are welcome to edit what is provided or leave as-is

6

If you'd like to include an image on your page, upload one now

The screenshot shows the 'VIRTUAL FOOD DRIVE' setup page for 'Test Run'. At the top, there is a navigation menu with links for HOME, ABOUT US, HOW IT WORKS, VIRTUAL FOOD DRIVES, INDIVIDUALS, and TEAMS. A search bar is also present. The main content area has a breadcrumb 'VIRTUAL FOOD DRIVE' and a 'Dashboard' button. Below this is a progress bar with four steps: 1. Basic Information & Description, 2. Virtual Food Drive Goal, 3. Dates, and 4. Products. Step 2 is currently active. The goal amount is set to \$500.00. A 'Next' button is visible below the goal input field.

7

Change or leave the drive goal amount to set a fundraising goal for donations to count towards



VIRTUAL FOOD DRIVE

Dashboard

# Test Run

> 1. Basic Information & Description

> 2. Virtual Food Drive Goal

∨ 3. Dates

This virtual food drive is always open (no start/end date)

Next

> 4. Products

8

Select a start and end date for your drive **or** opt to keep it open



∨ 4. Products

**2% Milk**  
50 ct - 8 oz box of 2% milk  
Price: \$20.00



**Beef Stew**  
60 ct - 20 oz can of beef stew  
Price: \$75.00



**Brown Rice**  
30 ct - 1 lb bag brown rice  
Price: \$15.00



**Canned Peaches**  
60 ct - 15.2 oz can of peaches  
Price: \$40.00



**Canned Peas & Pinto Beans**  
45 ct - 15 oz can of peas/pinto  
Price: \$25.00



**Canned Tuna**  
14 ct - 5 oz can of tuna.  
Price: \$10.00



**General Donation**  
Donate a specific dollar amount  
Price: \$0.00



**Juices & Water**  
Juice boxes and bottled water  
Price: \$18.00



**Peanut Butter**  
12 ct - 18 oz jars of peanut butter  
Price: \$31.00



**Toasted Oats Cereal**  
32 ct - 15 oz box of Toasted Oats  
Price: \$50.00



Save and Close

9

Check items you'd like donors to be able to choose from in your drive

10

Save to finish — if you need to make additional changes later, do so in your Dashboard

# CONGRATS — YOU'VE MADE A VIRTUAL FOOD DRIVE!

Test Run's Virtual Food Drive

My Goal  
0%  
\$0 of \$500

A Virtual Food Drive allows you to purchase food for the food bank from wherever you are! Thanks to the partnerships we've developed and connections with wholesale distributors, when you give to Second Harvest Food Bank, your dollar stretches even farther! With more than 200,000 East Tennesseans currently experiencing hunger, your support makes a difference. Together we can Fight Hunger and Feed Hope!

**Peanut Butter**  
12 ct - 18 oz jars of peanut butter  
Price: \$31.00  
Qty: 1

**Brown Rice**  
30 ct - 1 lb bag brown rice  
Price: \$15.00  
Qty: 1

**2% Milk**  
50 ct - 8 oz box of 2% milk  
Price: \$20.00  
Qty: 1

Top Drives

Share your virtual food drive with the URL you created in Step 4!



# THANK YOU FOR SUPPORTING THE FIGHT AGAINST HUNGER.

Please contact 865-243-8211 or [fooddrives@secondharvesttn.org](mailto:fooddrives@secondharvesttn.org) with questions.