## **DanceBlue Donations 101**

## Online

- All online donations will be processed through our online fundraising platform "Network For Good"
  - Find your team page listed on our main page here: https://danceblue.networkforgood.com/
  - Each team has their own personalized fundraising page that they can share online!
  - Note: Network For Good only shows your online donations, not your team's cash/check donations
- Once a donation is given through Network For Good, it will be processed by our fundraising team as soon as possible and will show up on your Team Captain's DanceBlue Funds page.
  - If you are a team captain, you can log into your DBFunds account here (use your link blue info):

https://adfs.uky.edu/adfs/ls/?wtrealm=https%3A%2F%2Fdancebluefunds.uky.edu &wctx=WsFedOwinState%3DWtksJ759urOSBYU9pUxAtXj1U\_5BodxUQILFf7fC FJ7vz4Y\_SI2rIVatoNrs25qRCHsN4n0CtwQDf0Ul6Qro-ipZ9m4fWJXs5H\_KRlbf6 \_HMNETGgZ1v1Kv7bmDObwYX-TguV0fyTnn3oqGCCjtgSg&wa=wsignin1.0

## Cash/Check

• If someone is trying to mail DanceBlue a check (i.e. your team is hosting a restaurant night\* and they would like to mail the check, or a family member from your hometown wants to mail you a donation) then they should send it to:

DanceBlue Office Gatton Student Center, A262 160 Ave of Champions Lexington, KY 40508

\*NOTE: For restaurant nights, your best bet is to have the restaurant give you the check so that you can turn in the check ASAP. This will prevent the check from getting lost in the mail or any extra lag time in getting it onto DBFunds.

- If you have a cash/check donation in your possession, then you can take it to the Ticket
  Office in the Gatton Student Center. Tell them you have a donation for your
  DanceBlue fund, and they will help you with filling out the necessary information.
- Once deposited, it will be processed by our fundraising team as soon as possible and it will show up on your Team Captain's DBFunds page.

**NOTE:** Please allow time for any donation, as it takes time for each type of donation to process and to appear on your DBFunds page. Be patient!

**Questions:** Feel free to reach out to the Fundraising Chair, Sydney Wahl, at <a href="mailto:fundraising@danceblue.org">fundraising@danceblue.org</a>