

PEDALING 4 PAYSON

PEDALING FOR PAYSON REGISTRATION & TEAM INFORMATION KIT

SEPTEMBER 7, 2024
ELM BROOK PARK
HOPKINTON, NH



WELCOME TO THE P4P COMMUNITY!

Whether you are new to the ride, or have been riding for years, you are making a huge difference in the lives of our friends and neighbors battling cancer. Pedaling for Payson is in its 19th annual ride and has raised *well over one-million dollars in support of the Gene Gillis Fund*, which covers out-of-pocket expenses for patients at the Payson Center for Cancer Center. Today, we ride to raise funds for the Pedaling for Hope fund, which largely underwrites the Nurse Navigator program, serving to coordinate both the medical treatment plan and community outreach for patients.

HERE'S WHY WE DO THIS:

Payson Center for Cancer Care sees over 1,000 NEW patients every year. Your participation in this event supports new and existing patients as they navigate cancer at the Payson Center. In 2023, funds raised from Pedaling for Payson directly touched 140 patients. Your support as a rider, supporter or sponsor, truly makes a difference!

Monies from Pedaling for Payson:

- ⇒ Nurse Navigation and social work support;
- ⇒ Financial counseling;
- ⇒ Nutritional counseling and programs;
- ⇒ Patient and family support groups;
- ⇒ Reiki, aromatherapy, and massage therapy;
- ⇒ Online resources including the Anti Cancer Lifestyle series;
- ⇒ Connect patients and families to community resources.



ONLINE REGISTRATION GUIDE:

To Register as a participant, visit www.pedalingforpayson.org and sign up as an individual rider or set up your team during or after individual registration:

Note: Registration is easier on desktop than mobile device, but can be done on both. Chrome is the preferred browser for the Pedaling for Payson website.

Step by Step instructions for individual registration:

- Select Sign Up at the top of the page to begin the registration process;
- Enter in all participant information and click continue;
- Select the ride you would like to participate in. Riders can switch their ride day of at the Registration Table;
- You will automatically be signed up as a fundraiser and you can create your own page. As a P4P Rider, your fundraising minimum is \$150;
- Once you have created your fundraiser, you can either join a team or continue with individual registration. For tips on registering on a team, see next section;
- To make an additional donation, you can choose an amount. If you don't want to make an additional donation, leave \$0;
- Lastly, review and complete your registration.

Step by Step instructions for Creating or Joining a Team during your registration process:

- Select Sign Up to begin the registration process. See above sections for the first part of registration but please begin by registering yourself first;
- When you arrive at the page where it prompts you to join a team, you can either join an existing team by using the drop down menu or create a new fundraising team;
- To create a new team, click YES under **Create a team** and Enter in a name you would like for your fundraising team;
 - Enter in a dollar goal for your new fundraising team
 - Add a message to describe your fundraising team
- Now select any donation levels that you would like to donate towards your Fundraiser. If none, keep at \$0 and continue.
- Review and complete your registration, and invite friends and family to join!

Online Registration Fees:

\$35 for all rides plus the remaining \$115 for the fundraising minimum (\$150 total).
Youth rides are excluded from minimum fundraising.

Online registration opens June 1st, 2024 and closes at noon on Thursday September 5, 2024. If you miss online registration, you can register in person the day of the event on September 7, 2024.

Help for registering teams is available!

OFFLINE DONATIONS or REGISTRATIONS by check, etc. should be sent to our office for processing and recording towards your ultimate fundraising goal.

Checks should be made payable to:

Concord Hospital Trust

Attn: Liz Fay, 250 Pleasant Street, Concord NH 03301

Please put team name and/or registrant name as well as Pedaling for Payson in the check memo



TIPS FOR FUNDRAISING TEAMS AND INDIVIDUALS

How to Create or Join a Team After Registration:

- Log onto RunSignup and go to your profile.
- Click [My Registrations](#).
- Click [Manage Registration](#).
- Click [Fundraiser](#) in the menu at the bottom.
- On the [Edit Fundraiser](#) page, you will be given the option to Create or Join a Fundraising Team.
- Set a fundraising goal for your team and encourage each team member to set their own individual goals.
- Ask your employer if your company will contribute or match your fundraising total. By simply completing a matching gift form with your employer, you may be able to double the impact of your gift. Be sure to check with your human resources department for the specifics for your company.
- Display ride information around office, campus, break rooms, etc and use social media to get the word out!

If you have any questions or need assistance, please call 603-227-7162

Invite others to join your team or donate to your team:

- Log onto RunSignup
- Click “Top Fundraisers” at the top of the page
- Type your team name into the search bar to pull up a list of Pedaling for Payson and your team page will pop up.
- Click on the manage button to the right of your team name
- Click on links & sharing. You will see your fundraiser URL that can be copied and pasted into your own emails. You can also send emails using the menu on the left-hand side of the page.

Note: Once your friends find your team page, they can register and join your team by clicking on the “JOIN” button. You can send your potential donors to this page through an email and they can donate directly to your team by clicking on the “DONATE” button. Click on “send emails” scroll down to write your email or choose one of our email templates from the drop down menu. You can also import contacts from a CSV file using the Runsignup importer.



INCENTIVES!

Individual Participants raising \$500 and above will receive a special fundraising prize. Please note that this is for INDIVIDUAL fundraisers and not TEAM fundraisers.

✦ \$500 - TBD

✦ \$1,000 - P4P cycling jersey or item TBD

✦ \$1,500 - will receive custom cycling shorts or item TBD

✦ \$2,000 will receive a custom P4P outerwear item

✦ \$2,500 - TBD

Note: All donations must be turned in by **September 30th, 2024** in order to qualify for incentive prizes.