

# Guide to Online Giving

## Getting Started

- Link to the Online Giving application - <https://www.simplechurchgiving.net/beingthehope>
- Would you like to give without setting up a donor account? Click “Quick Give”.
- First Time Donor? Click “First Time” and set up your Donor Profile. When you set up your Donor Profile, your password must contain at least 8 characters and contain a combination of letters and numbers. You will use your email address and the password you choose whenever you sign on to the online giving system.
- Already a registered donor? Enter your email address and password.
- Forget your password? Click “Forgot Password”.
- Tip: If you are giving as a married couple, one or both of you can create a user id and password and sign on to make an online gift, but if you both give, each must have an individual Donor Profile.

## Recurring Gifts

- The first time you sign on, the giving screen will default to a one-time gift. If you wish to give a recurring gift, click on ‘Scheduled Giving >>Automatic Recurring Donations’ on the left-hand menu.
- The first time the Scheduled Giving screen comes up, it will be in a format to enter card information. Do you want to give 2% more to the church by the click of a button? The church’s fees for a gift from a checking account are much lower than the fees for a credit or debit card. If you want to give from a checking account, click on the picture of a check in the upper right-hand corner.



- Select the fund you would like to donate to from the drop-down list. Enter your donation amount. Select the frequency, number of installments, and start date. Add account information and click “Activate Schedule” to start your recurring donation schedule.
- Tip: When picking a Start Date for your recurring gift, be sure to pick a date in the future. If you back date the start date, extra deductions will be taken.

## One Time Gifts

- Click on ‘Give Now >> One Time Donations’ to give a donation for things like Flowers or Coffee Time or VBS. One-time gifts can also be given from a checking account by clicking on Checkcard or the picture of a check in the upper right-hand corner.
- Select the fund you would like to donate to from the drop-down list. Enter your donation amount. Add account information, and click “Submit” to process your donation.

## Questions

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