



# Online Giving Guide

## Getting Started

Visit [www.FellowshipOneGiving.com/ubcgive](http://www.FellowshipOneGiving.com/ubcgive)

- Would you like to give without setting up a donor account? Click “Quick Give”.
- First Time Donor? Click “First Time” and setup your Donor Profile.
- Already a registered donor? Simply enter your Email and Password.
- Forget your password? Click “Forgot Password”.
- If you have any questions, please contact the office for assistance, [office@utown.org](mailto:office@utown.org).

### Setting Up Your Donor Profile:

- Enter your email address and password.
- Password must be at least 8 characters and must contain a combination of letters and numbers.
- Remember these login credentials! You will need them to access your Donor Profile.

### Automatic Recurring Donations

Login by entering your email address and password

#### eChecks:

- Select to “Use Check” located at the top right of your screen
- Select which fund you would like to donate to from the drop down list
- Enter your donation amount
- Add your bank account information
- Select the frequency, number of installment and start date
- Click “Authorize” to submit donation

#### Cards:

- Select “Scheduled Giving” on the left hand navigation
- Select which fund you would like to donate to from the drop down list
- Enter your donation amount
- Select the frequency, number of installment and start date
- Add your card information and billing details
- Click “Activate Schedule” to start your recurring donation schedule

### One Time Gift

Login by entering your email address and password

#### eChecks:

- Select to “Use Check” located at the top right of your screen
- Select which fund you would like to donate to from the drop down list
- Enter your donation amount
- Add your bank account information
- Click “Authorize” to submit donation

#### Cards:

- Select which fund you would like to donate to from the drop down list.
- Enter your donation amount.
- Add your card information and billing details.
- Click “Submit” to process your donation.





# Text-to-Give Guide

## Getting Started

- Text the amount you would like to give to Uniontown Bible Church's designated text to give number: 410-775-5505
- If you are a first time, text-giving donor you will be prompted to visit a secure URL. Non-smart phone users can enter the URL on their computer to confirm.
- Once you click the registration link, you will enter your credit or debit card information.
- At this point your donation will process.
- You will see a confirmation text showing your donation and registration were successful.

### Tips for future text-giving

- If you only text a monetary value, the funds are attributed to your church's default fund. (Ex: \$100 = will go to default fund)
- If you text the amount + fund name- the funds will be attributed to that fund name. (Ex: \$100 Building Fund)
- If the fund name you texted does not match- you will receive a message with a list of fund names for you to choose from.
- If you text "Funds" you will receive a reply text including a list of the fund names they can choose to donate to.
- If you text "Help" you will receive a reply text that states: "To give enter the amount you want to give, such as 100. You can also give to a specific fund by typing it after your amount, such as 100 building fund".
- If you text "Reset" you will receive a reply text that states: "Saved card information successfully removed. Please register your card information again when making your next gift by texting an amount to this number." If you need to update your card information, you will use this option.

### Text Giving: 410-775-5505

Now that you're ready, use this number to text to give anytime.

