





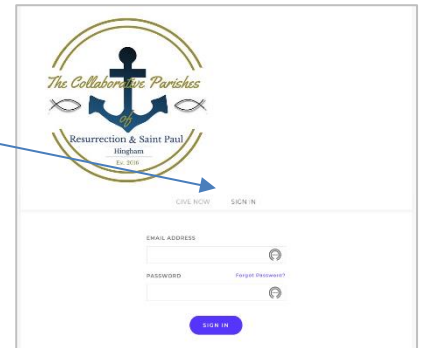
For assistance with set up for either parish:
 St. Paul Rectory Phone: 781-749-0587
 ONLINE GIVING ASSISTANCE: Mon-Fri, 8:30am-4pm
 EMAIL: lresca@hinghamcatholic.org

TO SET UP YOUR ONLINE GIVING ACCOUNT:

- Visit the collaborative website at www.hinghamcatholic.org – then go to the GIVING - ONLINE GIVING tab along the menu. Then select the parish site for which you wish to contribute:
Resurrection Parish: <https://giving.parishsoft.com/App/Giving/res>
St. Paul Parish: <https://giving.parishsoft.com/App/Giving/sph>

From the SIGN IN tab,

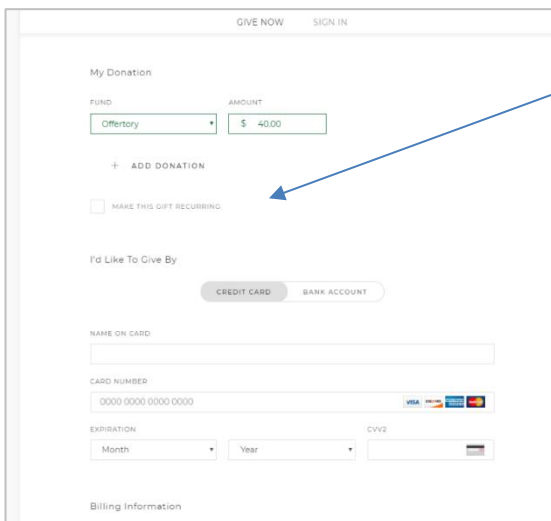
- First Time? the bottom, click on **Register For An Account** – you will enter your personal information and create a password.
- Current Donor? Enter your email address and password - once you've logged in, you will be able to see your "Scheduled" gifts and "History". To make changes to scheduled gifts, click on the pencil  to make edits or the trash barrel to delete.  To change the dollar amount, you must create a new recurring donation and delete the current one.



TO MAKE A ONE-TIME or RECURRING DONATION:

From the GIVE NOW tab,

- For a One-Time donation, click on the Fund drop down box and choose the fund in which you wish to donate. (Weekly donations to the church fall under "Offertory") Enter the amount. If you wish to donate to more than one fund, click on +Add Donation. Click on **SUBMIT**. You will be prompted for payment information.
- To set up a new schedule or recurring gift, click on the Fund drop down box and choose the fund in which you wish to donate. (Weekly donations to the church fall under "Offertory") Enter the amount. If you wish to donate to more than one fund, click on +Add Donation.



- Check the "make this gift recurring" box – you will then be prompted with frequency, start date and payment options (bank account or credit card). Click on **SUBMIT** to save your selection.
- Please note that Offertory is not used for Special Collections. Special Collections are available for payment two weeks before the collection at church and one week after. You may use the Give Now tab to make one-time contributions to those special collections.

OTHER OPTIONS TO HELP YOU GET STARTED:

- Call the Rectory at 781-749-0587 on Monday – Friday 8:30am – 4pm and speak with Linda Resca, Business Administrator to walk you through the steps.
- Once you've set up the account and verified your email, call Linda and she can finish the set up for you. You will still have control of your account and get the email notifications.
- Fill out an Online Giving authorization form. Drop it off at the Rectory and Linda will set it up for you. You account can be administered securely from the parish office.

Thank you for using Online Giving. The parish greatly relies on the consistent contributions.

FAQ

Frequently Asked Questions

- **If I would like to give to St. Paul's and Resurrection Parishes, do I need to have separate accounts?** Yes, although the parishes are part of a Collaborative, the finances remain separate. Both parishes use the same Online Giving systems, but separate log in accounts are required as the deposits go to each respective bank account.
- **If my old scheduled giving expired, do I need to set up a new account?** No, you can sign into your existing account. If you see that there is nothing under "scheduled", then go to the "give now" tab to set up a new recurring gift schedule (instructions on page one)
- **Do I need to have Offertory Envelopes if I give online?** This is a personal preference. Some parishioners like the idea of putting a "donation" in the basket. You may put an empty envelope in the collection basket and note that you have given online.
The other good reason to have the envelopes is for the special collections. When you select a recurring offertory gift online, that money only goes to Offertory – we do not put a portion of it toward special collections. You may choose to donate to special collections online – they come up close to the date of the collection – or you may donate with check or cash using the special collection envelope. Some parishioners do not like paper waste and prefer not to have envelopes. The choice is yours. Receiving collection envelopes is not mandatory. However, you will have an envelope number referenced in our database for the online contributions to be linked to your account.
- **Do I need to set this up myself or can my account be managed by the parish?** Either way. We are happy to assist you in setting up the account yourself so that you can make changes on your own at any time. OR, we are happy to set up the account for you on our end. You can call any time to make changes and updates. You don't even need to have a computer to have an online account. We can set it up for you.