

## Setting up Online Giving

1. Go to [www.strosthelen.org](http://www.strosthelen.org)
2. Scroll down until you see “St Helens now offers online giving link in the Donate tab or here”  
Click on “here” to go to the Online Giving page.

**English mass and 12:50 Spanish mass on Facebook.**

Contact information will no longer be collected however registration for mass is still required.

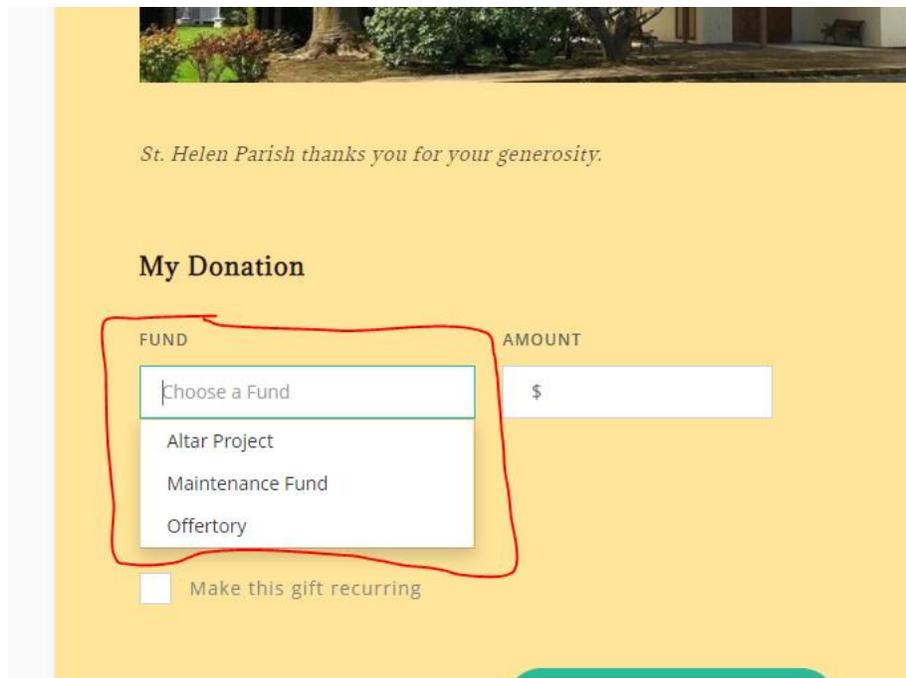
Archbishop Sample published a new letter regarding Covid and its available at [archdpx.org](http://archdpx.org) or [here](#). 

Formed is currently provided for free by the Archdiocese of Portland at <https://leaders.formed.org/portland/>

Please visit the [Covid-19 page](#) for more information.

St Helens now offers online giving link in the Donate tab or [here](#).

3. Click on the “Choose a Fund” box. You will have the option to give for Offertory or for special funds/projects. Click on the fund you would like to donate to.



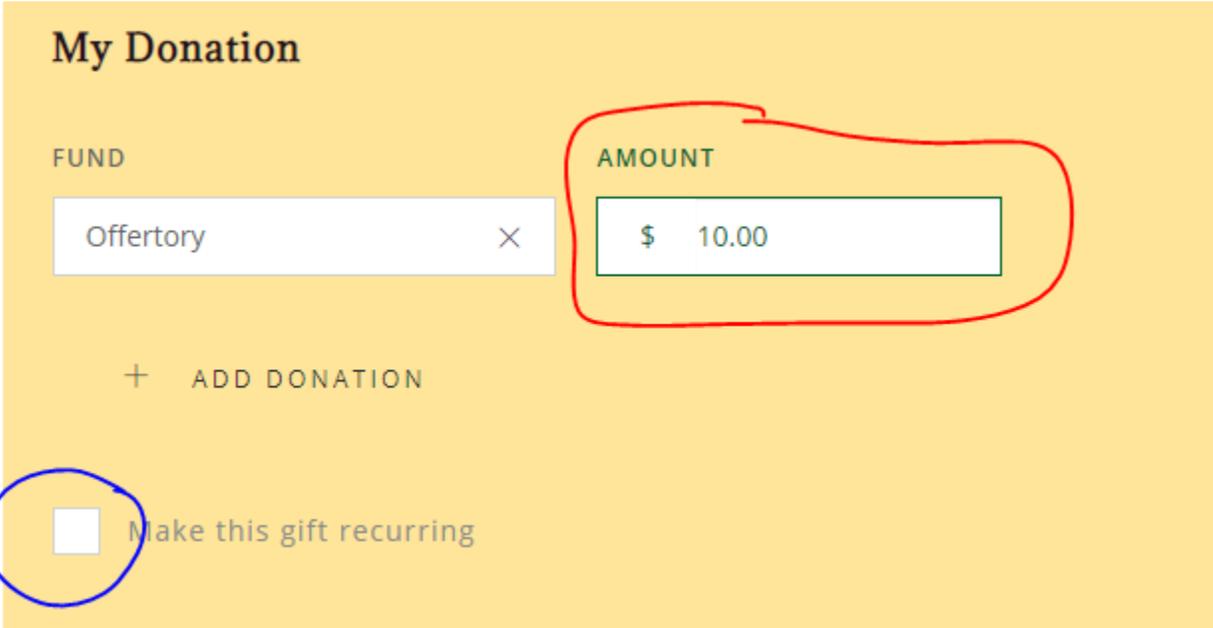
*St. Helen Parish thanks you for your generosity.*

### My Donation

FUND	AMOUNT
<input type="text" value="Choose a Fund"/>	<input type="text" value="\$"/>
Altar Project	
Maintenance Fund	
Offertory	

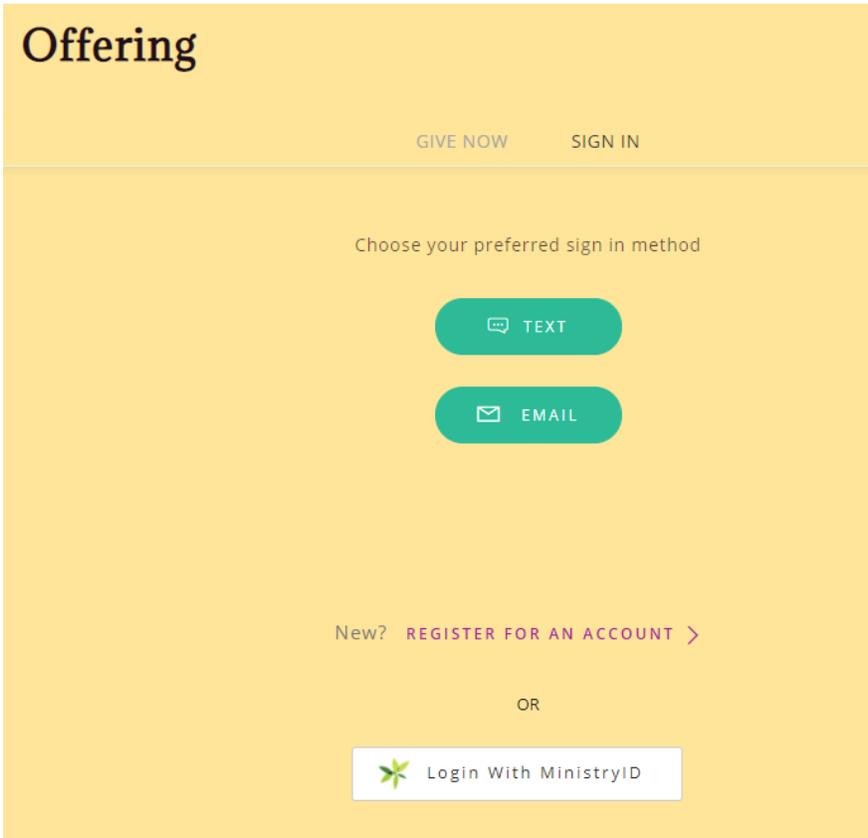
Make this gift recurring

4. In the “Amount” box type in your donation amount. You have the option to set up a recurring or a one-time donation.  
To set up a recurring donation click on the box next to “Make this gift recurring”.  
If you want to set up a one-time donation skip to Step 10.



The screenshot shows a yellow background with the title "My Donation". Under the heading "FUND", there is a dropdown menu showing "Offertory" with a close button (X). To the right, under the heading "AMOUNT", there is a text input field containing "\$ 10.00". Below these fields is a button labeled "+ ADD DONATION". At the bottom, there is a checkbox labeled "Make this gift recurring", which is circled in blue. The "AMOUNT" field and the "Make this gift recurring" checkbox are also highlighted with red circles.

5. When checking the “Make this gift recurring” box the website will ask you to sign in. Choose your preferred sign in method.



The screenshot shows a yellow background with the title "Offering". At the top, there are two buttons: "GIVE NOW" and "SIGN IN". Below these buttons, the text "Choose your preferred sign in method" is displayed. There are two green buttons: "TEXT" (with a speech bubble icon) and "EMAIL" (with an envelope icon). At the bottom, there is a link "New? REGISTER FOR AN ACCOUNT >". Below this link, the word "OR" is displayed. At the very bottom, there is a button labeled "Login With MinistryID" with a green star icon.

6. If you choose the email option, this screen will appear. If you do not already have an account, click on “Register For An Account”.

The screenshot shows a sign-in interface on a yellow background. At the top, there are two links: "GIVE NOW" and "SIGN IN". Below them are two input fields: "EMAIL ADDRESS" and "PASSWORD". To the right of the password field is a link "Forgot Password?". A green "SIGN IN" button is centered below the fields. Below the button, the text "New? REGISTER FOR AN ACCOUNT >" is circled in red. Underneath this is the text "SWITCH SIGN IN METHOD" and "OR". At the bottom, there is a button labeled "Login With MinistryID" with a green star icon.

7. Enter your information. Then click the green “Register” button. If you want to sign in using your email you just need to enter your email address in the red box. OR If you want to sign in using your phone number, you just need to enter your phone number in the blue box.

The screenshot shows a registration form titled "Register for an account" on a yellow background. It includes the following fields: "FIRST NAME", "LAST NAME", "ADDRESS", "CITY", "STATE", "ZIP CODE", "EMAIL ADDRESS", and "PHONE NUMBER". The "EMAIL ADDRESS" field is circled in red, and the "PHONE NUMBER" field is circled in blue. Below the "EMAIL ADDRESS" field, there is a note: "Email address used for sign in and receiving confirmation emails". Below the "PHONE NUMBER" field, there is a note: "Phone number used for sign in". At the bottom, there are two buttons: "CANCEL" and "REGISTER".

8. If you choose the email option follow the directions.  
If you choose the text option click on “Text Secure Pin” button. This will send you a text with a 6 number PIN, enter the PIN into the box and it will log you in.
9. Click the “Frequency” box to choose how often you would like to donate.  
Click the “Start Date” box to choose the date you want to start giving.  
You have the option to choose how many times you want to give by entering a number in the “How Many Gifts” box. If you do not put a number in this box, you will continue to give until you cancel the donation.

For example: If you want to give \$50 dollars a week for 6 weeks starting February 14<sup>th</sup>, 2021 you will choose “Weekly” in the “Frequency” box, you will type in “6” in the “How Many Gifts” box and you will choose February 14<sup>th</sup>, 2021 in the “Start Date” box.

10. Choose if you would like to give using a Credit Card or set up a ACH from your bank account.  
If you want to use a Credit Card, you will need to enter your Credit Card and Billing Information.

OR

If you want to set up an ACH you will need to enter your account number, bank routing number and Billing Information

The form is titled "ACH Account Setup" and is set against a light yellow background. It contains the following fields and sections:

- NAME ON ACCOUNT:** A text input field with a red border and a red error message below it: "This field is required".
- ACCOUNT TYPE:** A dropdown menu with the text "Please select one..." and a downward arrow.
- ROUTING NUMBER:** A text input field.
- ACCOUNT NUMBER:** A text input field.
- Billing Information:** A section header.
- STREET ADDRESS:** A text input field.
- ZIP CODE:** A text input field.
- EMAIL ADDRESS:** A text input field.
- PHONE NUMBER:** A text input field with the word "optional" in italics next to it.
- Save Account:** A checkbox that is checked, with the text "Save Account" next to it.
- Processing Fee:** A checkbox that is unchecked, with the text "Add 0.75% to help cover costs of processing." next to it and "\$0.00" to the right.
- TOTAL:** A label on the left and "\$5.00" on the right, indicating the total cost.
- SUBMIT:** A green rounded rectangular button at the bottom center.

11. Click "Submit" after you have entered the information.