Capture Recurring Donations

Last Modified on 07/22/2024 3:12 pm EDT

Allow donors to choose between a one-time or monthly donation through your campaign site. Recurring donors' credit cards are automatically charged, the same day each month. The initial donation is included in the campaign's revenue totals, while all subsequent donations are reflected and managed from the Transaction page in your Org Hub.

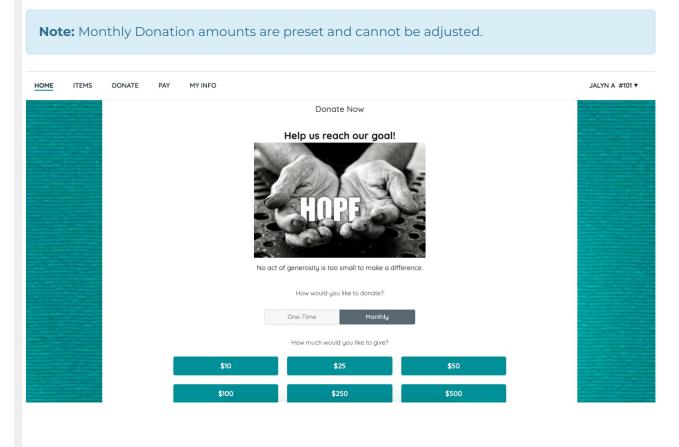
Watch a video

Offer recurring giving

To allow campaigns to accept recurring giving, recurring donations must be updated from the Hub.

Locate in a campaign

Once activated in the org hub, choose to offer recurring giving in your campaign. From your campaign donation settings, choose to accept recurring donations from the Home page Donate Now section, Click to Donate, and through an order form.



Home page

From **Donate Now**, donors' credit cards are automatically charged for the initial donation.

Note: The thank you page summarizes the successful transaction. Donors see the scheduled recurring date and print their statements. A statement is automatically sent to the email attached to their account.

Order Form

From an order form, the donors' credit cards are automatically charged for the initial donation.

ere		
Help us reach our	How would you	like to donate?
goal! No act of generosity is too small to	One-Time	Monthly
make a difference.	How much would	you like to give?
	\$10	\$50
	\$100	\$500
	\$1000	
	\$	
	Cancel Order	Next
	Help us reach our goal!	Help us reach our goal! No act of generosity is too small to make a difference. How much would \$10 \$100 \$1000 \$

Note: The thank you page summarizes the successful transaction. Donors see the scheduled recurring date and print their statements.

Click to Donate

The recurring donor's initial donation is added to their cart. Donors pay by visiting their **Pay** page or secured by an admin from **Checkout**.

\$	How would you like to donate? One-Time Monthly		
	🗌 Display as Anonymous		
	Recurring Donation Confirmation required		
New Donation	I agree to have this organization charge my card every month when selecting the monthly gift option and will reach out to the organization directly if I have any questions about my payment, future payment schedule or canceling my recurring donation.		
	Amount required		
	Donate		
Note: Once payment is rece	ived, a statement is automatically sent to the email attached to		

their account. Donors see the scheduled recurring date and amount on their statements.

Reports

Campaign

The initial donation revenue is included in the campaign totals.

Revenue

The **Details** section includes a **Frequency** column indicating one-time or monthly.

Payments Received

The initial donation is included in the Summary Report by payment method. Home page donations are indicated in the note column.

Batch Report and All Batch Activity

Initial donations paid by a credit card are included in the Batch Reports.

Purchaser Details

All one-time and initial recurring donations are included in the Purchaser Detail summary.

Org Hub

Subsequent donations are managed from the Org Hub. Visit Transactions Page to learn more.

Note: When there is any recurring activity, a daily email is sent with a recap of the activity to the Org Admin, which includes; successful transactions, failed transactions, credit cards that

expire in 30 days, and username, phone number, and email for the transactions or cards.

Admin Notification

When any recurring activity occurs, an email is sent with a recap of the activity to the Org Admin. The email can include:

- successful transactions
- failed transactions
- credit cards that expire in 30 days
- phone number & email for the associated activity