

Day of Giving 2014 Instructions

1. Go to <http://www.pittsburghgives.org>
2. Click on Donate Now



3. Enter your name, email and phone number in appropriate boxes. Please note you must have a valid email address to receive a tax receipt for your donation.

You can select the nonprofit you wish to donate to, simply begin typing a nonprofit's name in the box to narrow the list.

The image shows a portion of the website's donation form. At the top, there is a blue header with the Pittsburgh Foundation logo and three green buttons labeled "Research Nonprofits", "Donate Now", and "Contact Us". Below this, there is a search bar with the text "Start typing" and a "Search" button. The main form area is titled "Get Started:" and contains three input fields for "Your Name:", "Email Address:", and "Phone Number:". Below these fields is a table for "Nonprofit Selections:" with columns for "Start Typing your Nonprofit Name Here", "Restrict by Type", and "Donation:". The table has five rows, each with a search input field, a dropdown menu set to "All", and a "Donation:" input field. At the bottom of the table, there are two buttons: "Add Another 5 Nonprofits" and "Checkout".

Next select the nonprofit from the drop down menu. You can scroll down the list via the arrows or type in the first few letters of the nonprofit's name to jump to that section of the list. Enter the amount you wish to give (example: 100.00).

You can make donations to additional organizations by clicking “Add Another Nonprofit”. You can give to up to 10 nonprofits during one session and to both PittsburghGives and WestmorelandGives organizations. Once you are ready to complete your transaction, click “Go To Checkout” and you will be taken to the secure credit card screen.

- Mastercard and Visa are accepted for payment and you will receive confirmation of your donation and a tax receipt via email within an hour of the transaction. Please remember to notify your credit card issuer if you plan to make a large donation as they may hold your transaction as per your fraud protection services. The minimum gift per organization is \$25.

Enter in your credit card information on our secure server and click “submit”. You will receive confirmation that your donation has been received and an email will be sent to you for tax purposes.

Donor Information:
 Name: John Doe
 Email: test@test.com
 Phone: 222-222-2222

** required field*

Card Information:
 Card Type: *
 Card Number: *
 Expiration Date: * Month: Year:
 Card ID Num: *

Billing Information:
 First Name: *
 Last Name: *
 Address: *
 City: *
 State: * PA
 Zip: *

Submit Payment

- Don't forget to share your donation via social media using #todaylgive and encourage others to give as well.