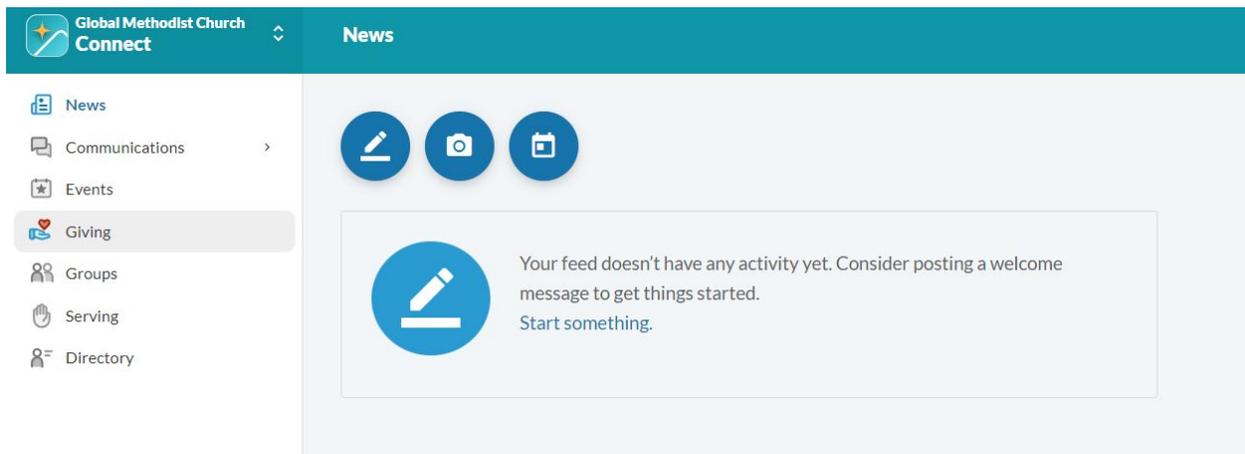


Part 2: Giving in Realm: One-Time Donation

Once you have set up your Realm account, you can log in to give your church's connectional funding and other donations, schedule and manage recurring payments, and see your giving history. These instructions will walk you through submitting a one-time donation for Connectional Funding or another ministry.

From the main screen, navigate to "Giving" on the left menu.



Part 2: Giving in Realm: One-Time Donation

Click “+Give” to open the giving form.

Giving

[+ Give](#) [+ Pledge](#) [Giving](#) [Scheduled](#)  

[Reset Filters](#) [Active, On Hold](#)



There are no recurring gifts to display.
Whenever a gift is scheduled, you will see a summary of its recurrences here.

[Learn more](#)

Part 2: Giving in Realm: One-Time Donation

Select General Church 1% Connectional Funding. You can also select from other funds to donate to, such as Disaster Relief or Church Planting

How much would you like to give?

Amount **\$ 0.00**

Fund **SELECT A FUND**

- SELECT A FUND
- General Church 1% Connectional Funding
- General Use Donation
- Chaplaincy Fund
- Convening Conference
- Disaster Relief - General

GIVE ONCE

Gift date **Today**

SUMMARY

Cancel Continue

A screenshot of a web form for a one-time donation. The form is titled "How much would you like to give?". It has a text input for "Amount" with a dollar sign icon and the value "0.00". To the right is a dropdown menu for "Fund" with a blue border and a blue arrow icon. The dropdown menu is open, showing a list of options: "SELECT A FUND" (highlighted in light blue), "General Church 1% Connectional Funding", "General Use Donation", "Chaplaincy Fund", "Convening Conference", and "Disaster Relief - General". Below the form are two buttons: "GIVE ONCE" (grey) and "SUMMARY" (grey). At the bottom right are two buttons: "Cancel" (grey) and "Continue" (blue). The "Gift date" is set to "Today" with a calendar icon.

Part 2: Giving in Realm: One-Time Donation

Enter the amount, and if you are giving for Connectional Funding, select the time period this amount covers from the drop-down menu. This field can not be set to be required, however it is very important information for our accounting procedures, so please be sure to enter this information. Available options are individual months, full year, and quarters.

How much would you like to give?

Amount	\$ 0.00	Fund	General Church 1% Connectional Funding
--------	---------	------	--

Memo

- 1st Quarter
- 2nd Quarter
- 3rd Quarter
- 4th Quarter
- Full Year
- Prior Year

Cancel Continue

Part 2: Giving in Realm: One-Time Donation

If your payment is for a time period that is not covered by these options, you can click “+Another Fund” and add another amount. For example, if you wish to pay two months at once, you can add each of these months individually.

How much would you like to give?

Amount	\$ 20.00	Fund	General Church 1% Connectional Funding	X
Memo	April			
Amount	\$ 20.00	Fund	General Church 1% Connectional Funding	X
Memo	May			

+ Another Fund

GIVE ONCE | GIVE MULTIPLE TIMES

Gift date: Today

SUMMARY	\$40.00 total
---------	-------------------------

Cancel | Continue

Part 2: Giving in Realm: One-Time Donation

This is also how you would add a donation to a second fund, should you wish to donate to another ministry at the same time as your connectional funding.

How much would you like to give?

Amount	\$ 20.00	Fund	General Church 1% Connectional Funding	X
Memo	April			
Amount	\$ 75.00	Fund	Disaster Relief - General	X

+ Another Fund

GIVE ONCE | GIVE MULTIPLE TIMES

Gift date: Today

SUMMARY	\$95.00 total
---------	-------------------------

Cancel | Continue

Part 2: Giving in Realm: One-Time Donation

Once you have your amount(s), fund(s), and memo(s) filled in, select if you wish to Give Once, which is the default, or set up a recurring payment by clicking on Give Multiple Times. To give once, select the date on which you want the transaction to process, and click Continue. If you wish to set up a recurring payment, please refer to “Giving in Realm: Setting up a Recurring Donation.”

How much would you like to give?

Amount: **\$20.00** Fund: **Connectional Funding - General Church ADD MEMO** ✕

Memo: **April**

Amount: **\$20.00** Fund: **Connectional Funding - General Church ADD MEMO** ✕

Memo: **May**

[+ Another Fund](#)

GIVE ONCE | **GIVE MULTIPLE TIMES**

Gift date: **4/15/2024**

SUMMARY | **\$40.00**
total

[Cancel](#) [Continue](#)

Part 2: Giving in Realm: One-Time Donation

The payment screen defaults to Credit or Debit, but fees are lower using a bank account. Select the method you want to use and enter the required information. You can choose to help offset processing costs by clicking the check box under the account details. When you have completed all of the fields, click “Give \$[amount].”

How would you like to give?

 CREDIT OR DEBIT  BANK ACCOUNT

First Methodist

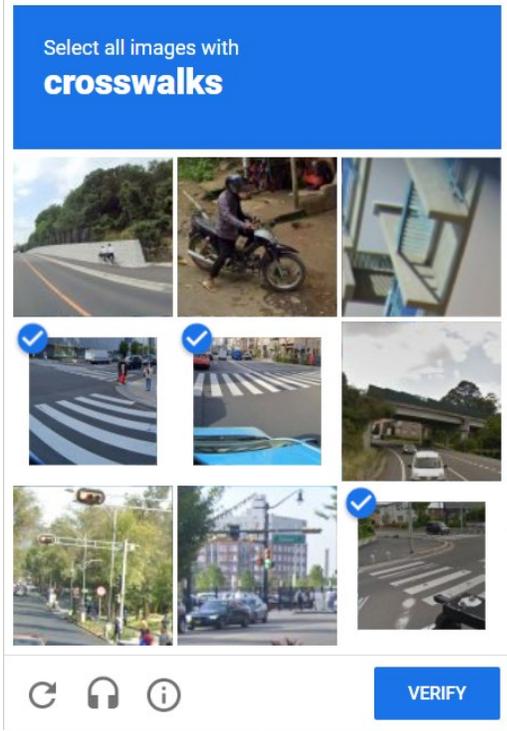
Virginia

Contribute an extra \$0.40 to help offset processing costs.

SUMMARY **\$40.40**
total

Part 2: Giving in Realm: One-Time Donation

You may be required to verify that you are a real person by completing a CAPTCHA. Perform the requested tasks.



Part 2: Giving in Realm: One-Time Donation

If you have already given from Realm, your payment information will have been saved in your account and you can select it from the drop-down, or choose to enter a different method.

How would you like to give?

Payment method

Checking ***

Checking ***

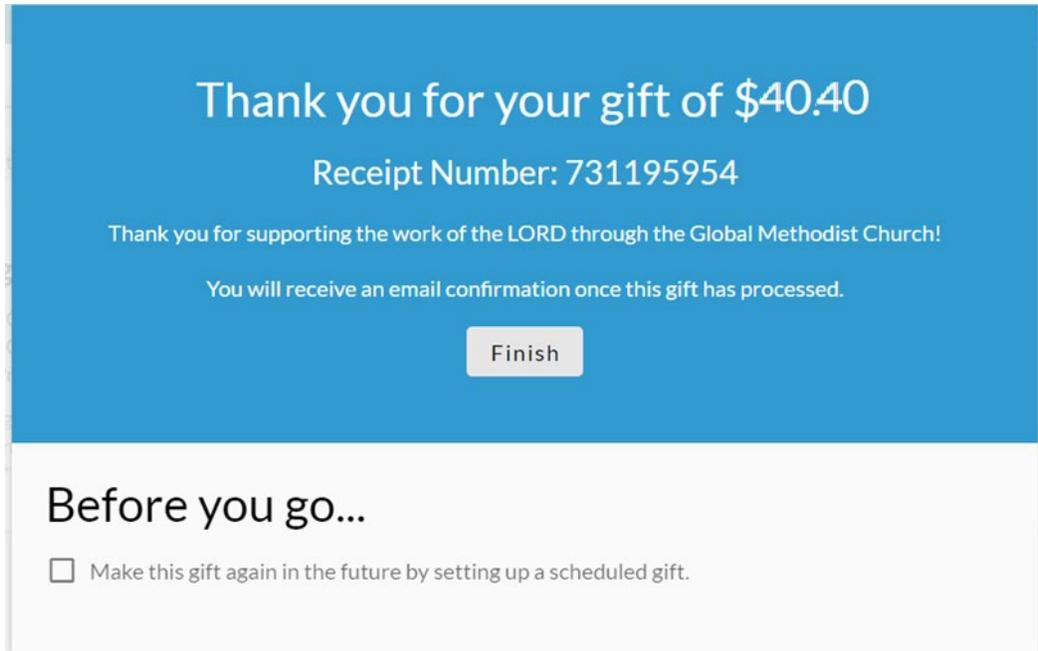
Enter a different payment method

SUMMARY	\$40.40 total
---------	-------------------------

Back Cancel Give \$40.40

Part 2: Giving in Realm: One-Time Donation

If you chose to put your payment through immediately, you will get a receipt number. You will also be offered the choice to make your gift a recurring gift. If you wish to do so, click the check box and fill out the requested information. The particular options for recurring payments are covered in “Giving in Realm: Setting Up a Recurring Donation.”



Thank you for your gift of \$40.40

Receipt Number: 731195954

Thank you for supporting the work of the LORD through the Global Methodist Church!

You will receive an email confirmation once this gift has processed.

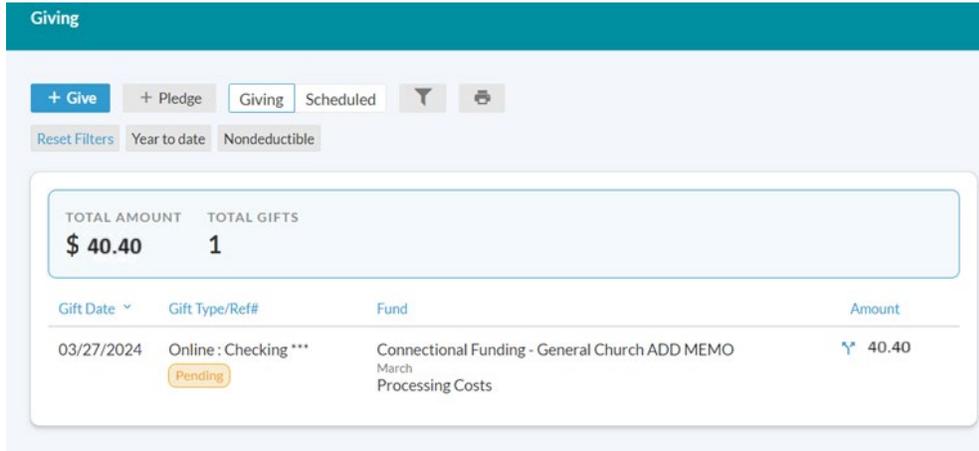
Finish

Before you go...

Make this gift again in the future by setting up a scheduled gift.

Part 2: Giving in Realm: One-Time Donation

Your donation is now visible under your giving history. If you elected to help cover processing costs, or if you donated to multiple funds, they will each be listed as a separate line item. Hovering over the split arrow next to the amount will show the breakdown of any transactions that were split into more than one fund.



The screenshot displays a 'Giving' interface with a teal header. Below the header, there are navigation buttons: '+ Give', '+ Pledge', 'Giving' (selected), and 'Scheduled'. There are also filter icons for a dropdown menu and a print icon. Below these are filter options: 'Reset Filters', 'Year to date', and 'Nondeductible'. A summary box shows 'TOTAL AMOUNT' as '\$ 40.40' and 'TOTAL GIFTS' as '1'. Below this is a table with columns: 'Gift Date', 'Gift Type/Ref#', 'Fund', and 'Amount'. The table contains one row with the following data:

Gift Date	Gift Type/Ref#	Fund	Amount
03/27/2024	Online : Checking *** Pending	Connectional Funding - General Church ADD MEMO March Processing Costs	40.40

Part 2: Giving in Realm: One-Time Donation

If you scheduled your donation for a future date, you will receive a message letting you know that your gift has been scheduled. You will receive an email when the payment processes on the selected date.

Thank you for scheduling your gift of \$40.40

Thank you for supporting the work of the LORD through the Global Methodist Church!

You will receive an email confirmation once this gift has processed.

Finish

Part 2: Giving in Realm: One-Time Donation

Until the processing date, this will be visible under your scheduled giving, and is eligible to be edited or cancelled. Further details on performing these actions are provided in “Giving in Realm: Giving Management.”

[+ Give](#) [+ Pledge](#) [Giving](#) [Scheduled](#)  

[Reset Filters](#) [Active, On Hold](#)

\$40.40 gift scheduled for Apr 15, 2024 ...

\$20.00 to Connectional Funding - General
\$20.00 to Connectional Funding - General
\$0.40 to Processing Costs

One time gift
Last gift on Apr 15, 2024
Checking ***