

Instructions for setting up Connectional Funding payments electronically via Planning Center's "Giving" program.

***** Important Note before starting *****

The Great Lakes Annual Conference uses the "Giving" module of the "Planning Center" church management software to track connectional funding payments (which will be referred to as "contributions" within their software system).

An account for your church has already been created. To set up electronic payments, you will need to start by accessing your account.

Step 1

Open this web link:

greatlakesgmc.org/cf

You will see this screen.

Step 2

Click on the words "Log in" (circled below).

GLOBAL METHODIST CHURCH
Great Lakes

Home Give Groups Signups **Log in**

Give \$ USD

\$0 General

This discretionary money can be used where it's needed most.

+ Add donation

Frequency

One time

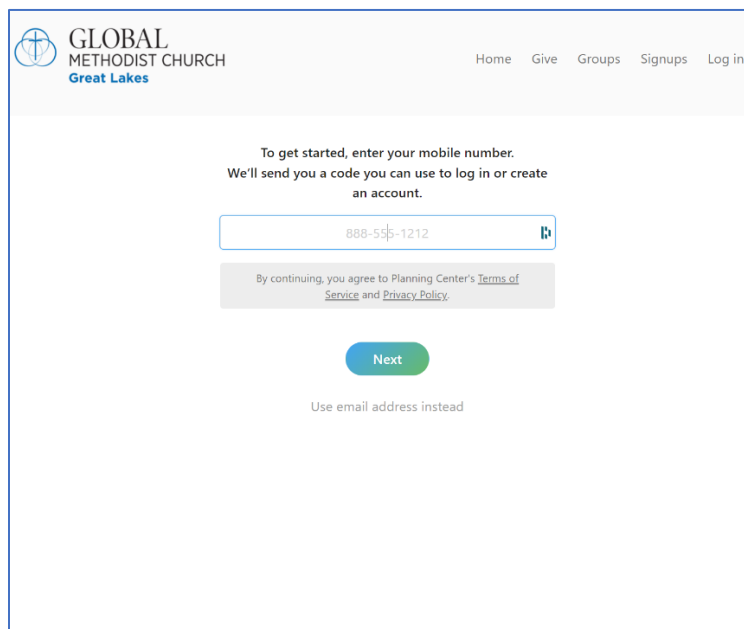
Email

Name

First name Last name

Continue

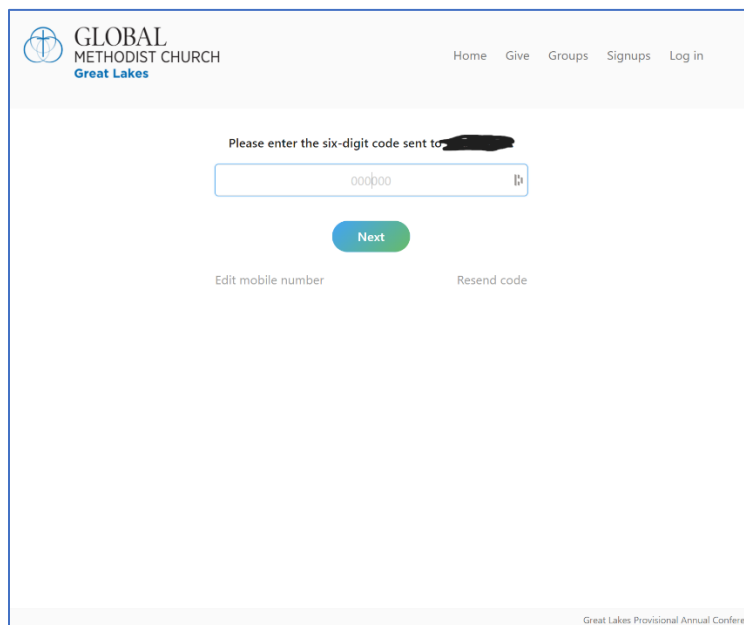
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Step 3

Enter the mobile phone number associated with your account. If you are unsure what that number is, please email Mike Womack at mike.womack@greatlakesgmc.org to find out what that number is.

Click the "Next" button.

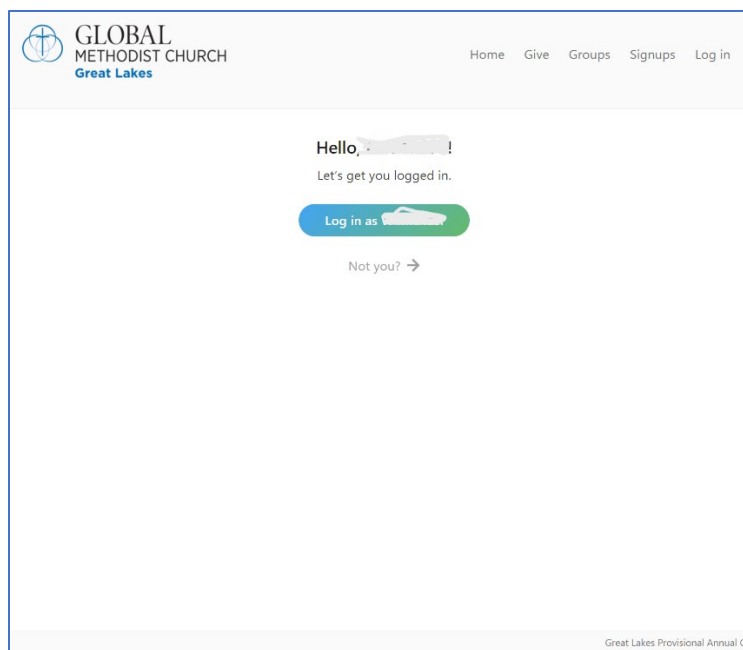


Step 4

Enter the six-digit code sent to the mobile phone number you entered.

Click the "Next" button.

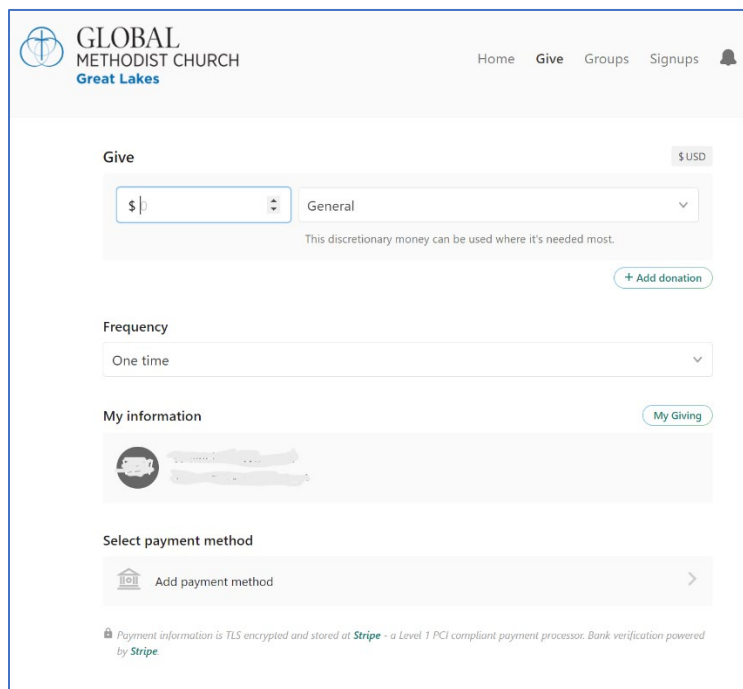
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Step 5

You will be greeted with the name of your church account and prompted to log in to that account.

Click the "Log in as _____" button.



Step 6

On this screen, enter the amount of your Connectional Funding payment or other gift. Then select the fund to which the payment is to be applied. For Connectional Funding, select "General".

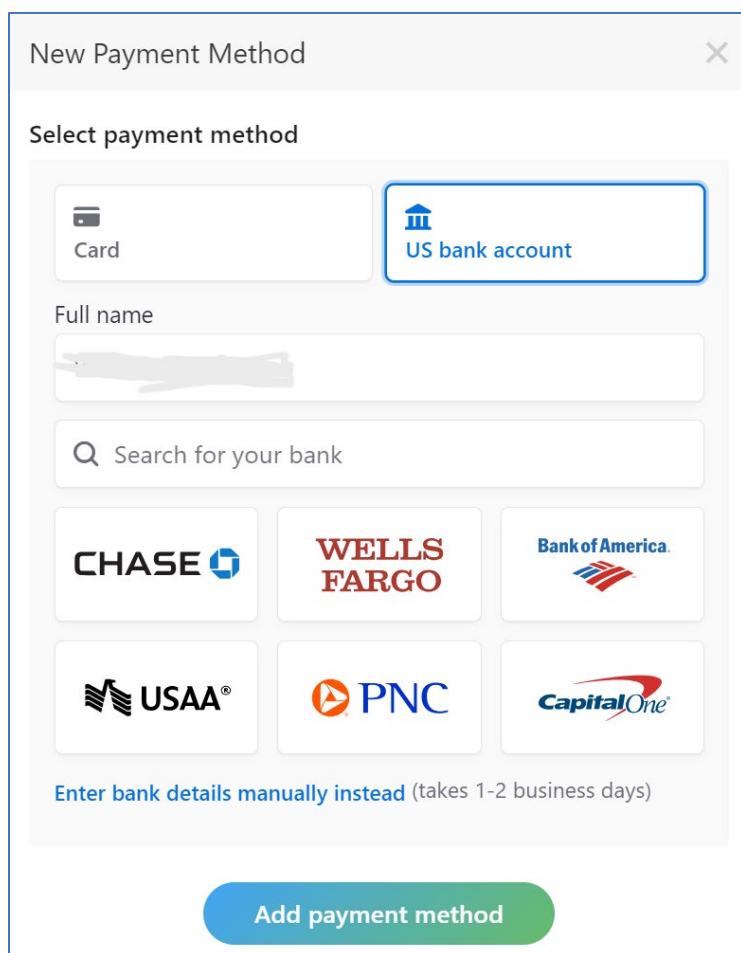
Step 7

Select the frequency of the payment.

Step 8

Click on "Add payment method".

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Step 9

Please select "US bank account" as your payment method. Using a debit or credit card will cause us to incur large fees.

Step 10

In the "Search for your bank" field, enter your bank's name. If your bank is found, click the "Add payment method" button.

If you do not find your bank listed, click on the "Enter bank details manually instead" line and follow the subsequent instructions.

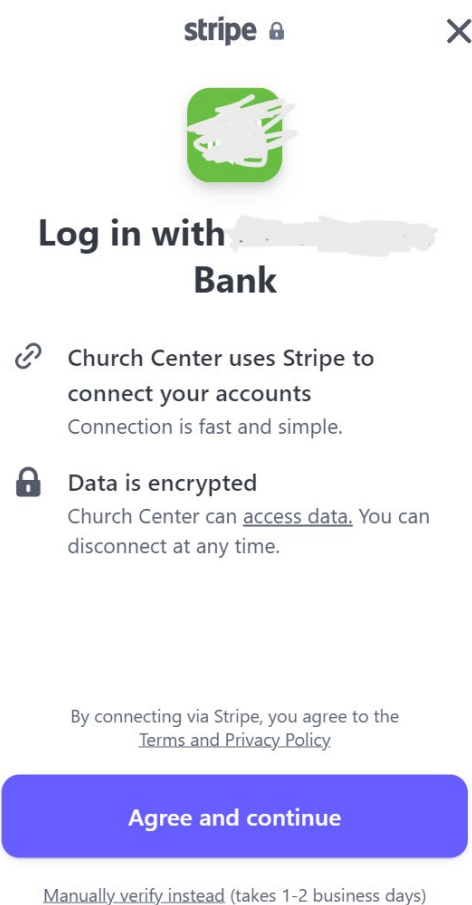
Using this method will require you to enter your bank's routing and account numbers.

A Special note about using the manual method to connect your bank

Follow these steps:

1. Enter your bank's routing number and your bank account number.
2. Click "Continue with [Church Name]"
3. You will be returned to the screen shown above. Click "Add payment method"
4. Within the next couple of days, you will receive one ACH micro-deposit from Stripe. After you have received the deposit, locate the six-character SM code in the statement descriptor. The code will begin with SM, followed by four characters, either numbers, letters, or a combination of both.
5. When you have the code, return to the "Payment Methods" tab on your profile, click "Verify account".
6. Enter the SM code and click "Verify account" to complete the bank verification process.

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The screenshot shows the Stripe connection interface. At the top, there is a Stripe logo and a close button (X). Below the logo is a green square icon with a white bank logo. The text "Log in with" is followed by a blurred bank name, and "Bank" is written below it. There are two informational sections: one with a link icon stating "Church Center uses Stripe to connect your accounts" and "Connection is fast and simple," and another with a lock icon stating "Data is encrypted" and "Church Center can access data. You can disconnect at any time." At the bottom, there is a blue button labeled "Agree and continue" and a link for "Manually verify instead (takes 1-2 business days)".

stripe

Log in with [blurred bank name]
Bank

Church Center uses Stripe to connect your accounts
Connection is fast and simple.

Data is encrypted
Church Center can access data. You can disconnect at any time.

By connecting via Stripe, you agree to the [Terms and Privacy Policy](#).

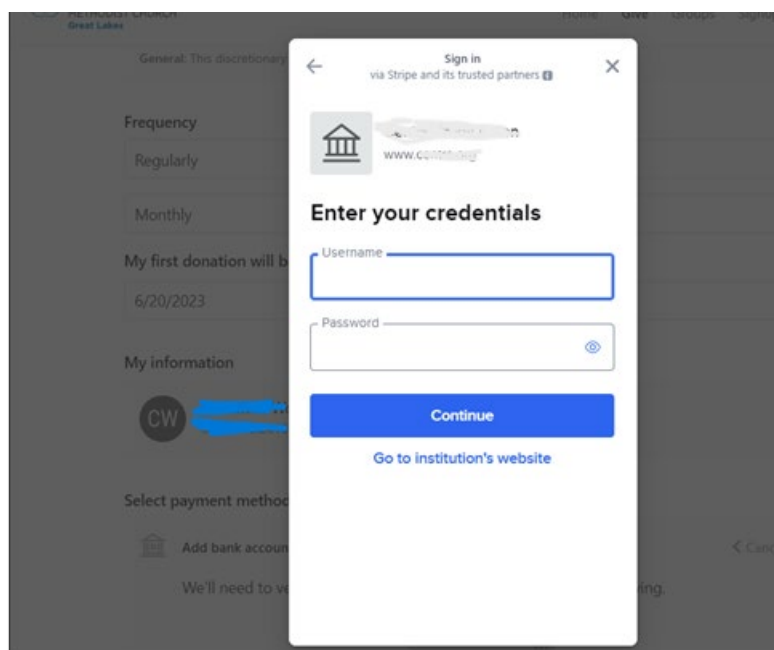
Agree and continue

[Manually verify instead](#) (takes 1-2 business days)

Step 11

This screen will show your bank's logo and prompt you to log in to your bank account to prove that this is your church's account.

Click on the "Agree and continue" button.



The screenshot shows a modal window for bank login. The title is "Sign in via Stripe and its trusted partners". It features a bank logo and the URL "www.commercebank.com". Below this, it says "Enter your credentials" and has two input fields for "Username" and "Password". A blue "Continue" button is at the bottom, along with a link "Go to institution's website". The background shows a blurred view of the app's settings page.

Sign in
via Stripe and its trusted partners

www.commercebank.com

Enter your credentials

Username

Password

Continue

[Go to institution's website](#)

Step 12

You will be prompted to enter your bank login information.

Click on "Continue".

You will then get a message that your login was successful.

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New Payment Method

Select payment method

Card

US bank account

Full name

Search for your bank

CHASE

WELLS FARGO

Bank of America

USAA

PNC

Capital One

Enter bank details manually instead (takes 1-2 business days)

Add payment method

Step 13

When your login is successful, you will be taken back to this screen.

The last step is to click on the "Add payment method" button at the bottom of the window.

Once this is successful, your bank account will be linked to your giving account.

Thank you very much for setting up electronic giving.

If you have any questions, please contract:

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