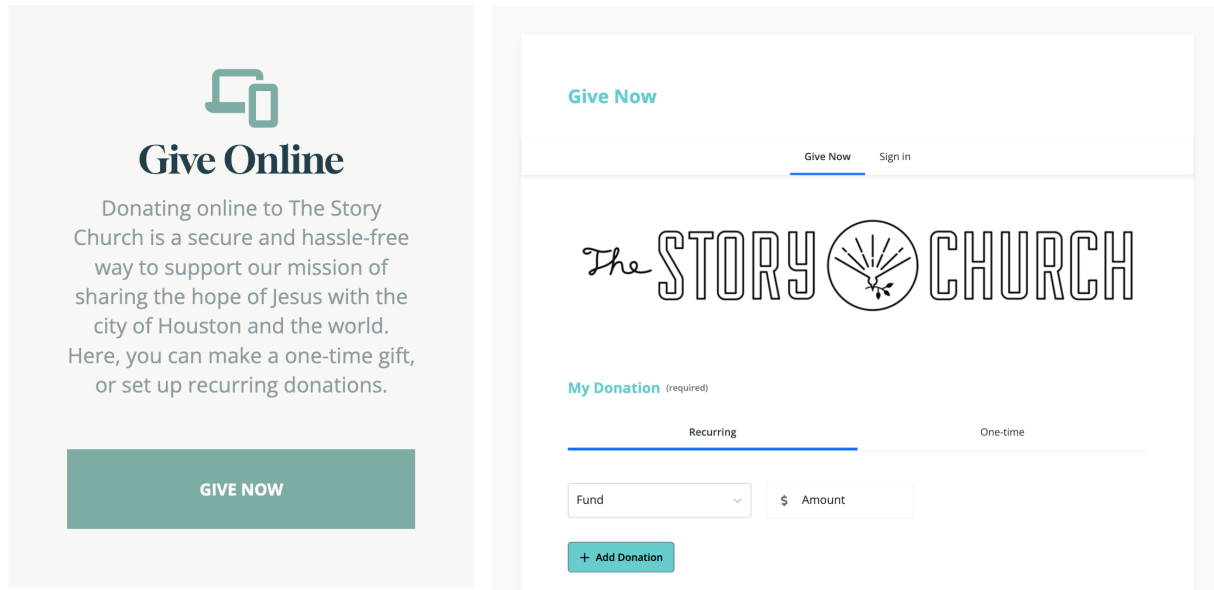


How to Create an Account & Set Up Recurring Giving to The Story Church

Please note that you are only able to set up online gifts through this platform using cards and ACH payments. For other giving methods, please consult our website for information.

Step 1.

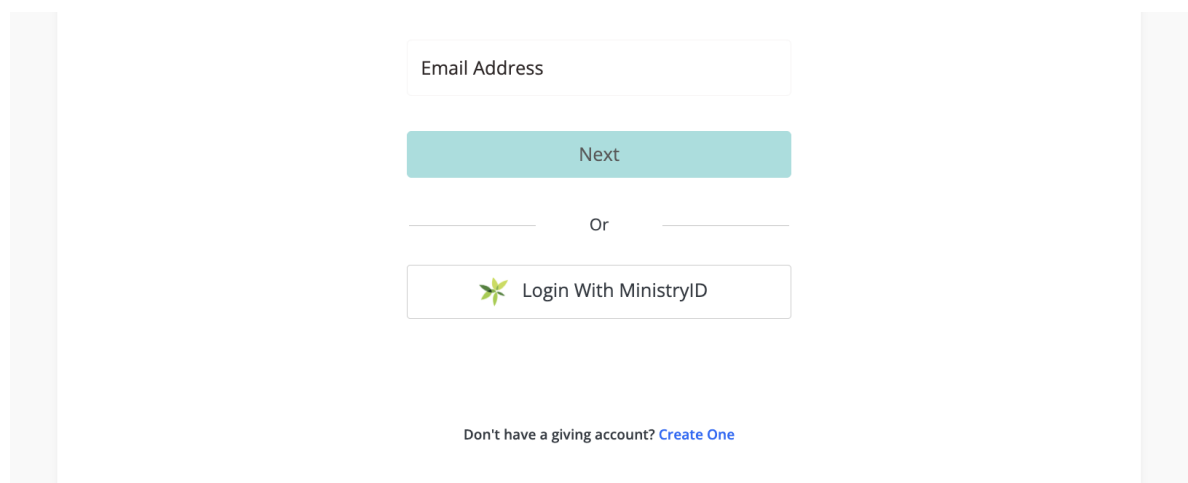
Navigate to our Online Giving portal by clicking on the “GIVE NOW” button on our website:
<https://thestory.church/give>



The image shows two parts of the online giving interface. On the left is a 'Give Online' banner with a laptop and smartphone icon, explaining that donating online is secure and hassle-free, and featuring a 'GIVE NOW' button. On the right is the 'Give Now' form, which includes a 'Sign in' link, the church logo, a 'My Donation' section with tabs for 'Recurring' and 'One-time', a 'Fund' dropdown menu, an '\$ Amount' input field, and an '+ Add Donation' button.

Step 2.

To first create an account, click the “Sign In” tab at the top of the form. Where it says “Don’t having a giving account?” click the “**Create One**” text.



The image shows the account creation form. It features an 'Email Address' input field, a teal 'Next' button, and an 'Or' separator. Below the separator is a 'Login With MinistryID' button with a green star icon. At the bottom, there is a link that says 'Don't have a giving account? [Create One](#)'.

Step 3.

Fill out all of the fields to set up your Giving account.

Register for an account

If this is your first time giving online, provide the information below to create your FellowshipOne Giving account.

First Name	Last Name	
Address		
City	State	Zip Code
Email Address		
Email address used for sign in and receiving confirmation emails		
Password	Confirm Password	
Must be at least 8 characters with 1 number and 1 letter		
Cancel Register		

Step 4.

Now that your contact information is in your account, navigate back to the “Give Now” tab and make sure you are on the “Recurring” option under My Donation.

My Donation (required)

Recurring

One-time

Fund	Amount
2025 River Oaks Operations ▾	\$ 250.00

+ Add Donation

Recurrence

You can edit your recurring gift anytime.

Frequency (required)	How Many Gifts
Monthly ▾	12
Start Date (required)	
01/01/2025 	

Step 5.

Complete all of the required fields:

- Select a Fund (tip: our annual donation fund is always called “202X River Oaks Operations”)
 - The For Such A Time as This - Capital Campaign fund is for gifts towards our \$25million building campaign, running from 2023 to 2028.
 - The Strategic Partnerships fund is gifts for our partner organizations all around the city. Learn more about them on <https://thestory.church/serve>
- Input your gift amount
 - If you’d like to set up multiple gifts to go on the same date, you can click “+ Add Donation” to set up multiple dollar amount gifts to the different funds.
- Set up the recurrence by choosing how often you’d like to make your gift, the number of gifts you’d like to make in that dollar amount, and a start date
 - Example: If you’d like to give \$250 monthly for a full calendar year, look at the example above for what your setting would look like.
- Make sure all of your contact information is correct from when you set up your account, and make changes where necessary.
- Finally, at the bottom of the form, input your payment details. This form is able to accept all card payments and ACH withdrawals. Double check it all and click “Submit”! You’ll receive a confirmation email and will be able to log in and make changes moving forward.

The screenshot shows a donation form with the following sections:

- I'd Like To Give By:** Four options are shown: Credit Card (selected with a green checkmark), Debit Card, Google Pay, and ACH Bank Account.
- Personal Information:** Fields for First Name, Last Name, Card Number (with Visa, Discover, American Express, and Mastercard logos), Expiration Month, Expiration Year, and CW2.
- Billing Information:** Fields for Street Address, Zip Code, and Email Address.
- Total:** A summary line showing "Total: \$250.00".
- Submit Button:** A teal button labeled "Submit \$250.00 Monthly".

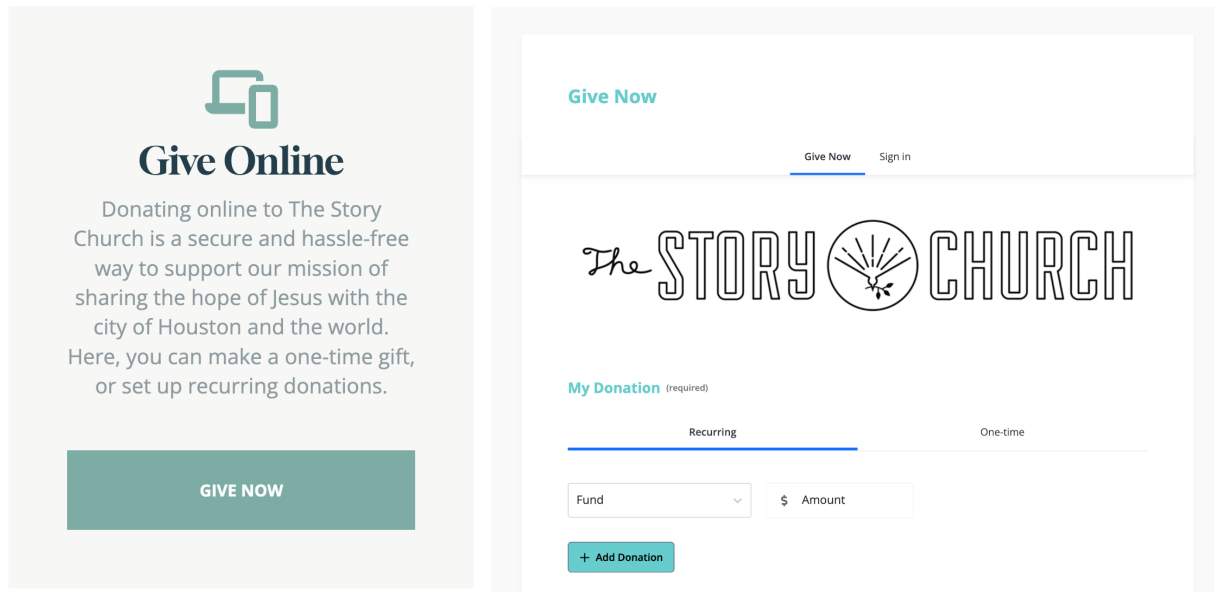
Please note that you will only be able to make future changes to card payments. ACH changes must be done by ending any existing recurring gifts and setting up a new one.

How to Make Changes to Your Online Giving

Please note that you are only able to make changes to card payments. For ACH changes, you must end any recurring gifts you have set up and create a new one with your banking info. This includes changes to amounts.

Step 1.

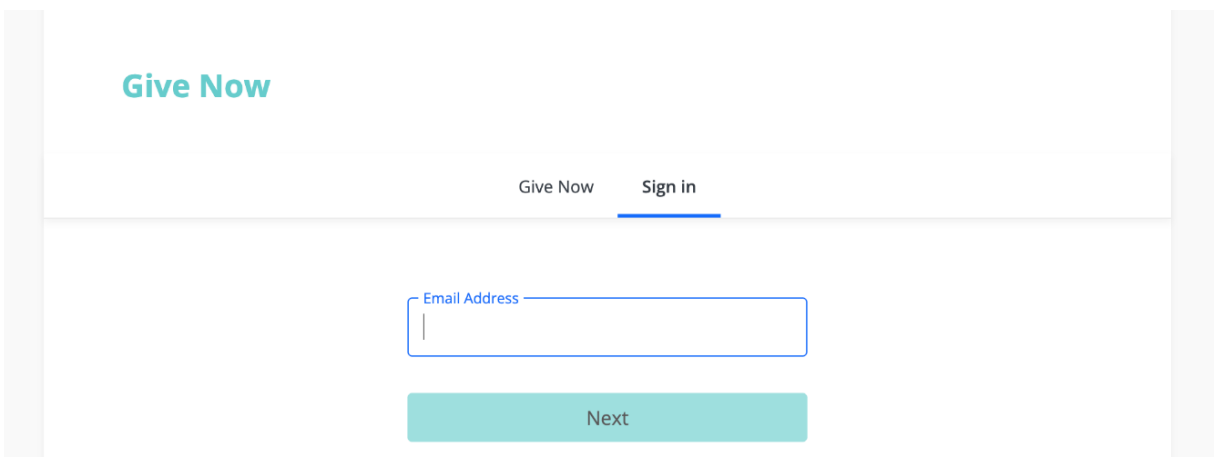
Navigate to our Online Giving portal by clicking on the “GIVE NOW” button on our website:
<https://thestory.church/give>



The image shows two side-by-side screenshots of the online giving interface. The left screenshot is a landing page titled 'Give Online' with a sub-header 'Donating online to The Story Church is a secure and hassle-free way to support our mission of sharing the hope of Jesus with the city of Houston and the world. Here, you can make a one-time gift, or set up recurring donations.' Below this text is a large teal button labeled 'GIVE NOW'. The right screenshot is the 'Give Now' portal. It features a header with 'Give Now' and 'Sign in' tabs. The main content area displays 'The STORY CHURCH' logo, followed by 'My Donation (required)' and tabs for 'Recurring' and 'One-time'. Below these are input fields for 'Fund' (a dropdown menu) and '\$ Amount', and a teal button labeled '+ Add Donation'.

Step 2.

Click the “Sign In” tab on the top. On the login screen, use the email address that you used to set up gifts before (tip: this will be the email address you received a receipt to). If you need to reset your password or recover your account, please contact our team: giving@thestory.church



The image shows a screenshot of the 'Sign in' login screen. It features a header with 'Give Now' and 'Sign in' tabs. The main content area has a label 'Email Address' above a text input field. Below the input field is a teal button labeled 'Next'.

Step 3.

Once you are logged in, click the second tab that is labeled “Scheduled”. This will show any existing or previous recurring gifts you have set up for The Story Church.

Next to the gift you would like to change, click the pencil icon. A pop up will appear that will let you make changes to the amount, occurrence (monthly, weekly, etc.), or the payment method on file.

The screenshot shows a web interface for 'Give Now'. At the top, there are three tabs: 'Give Now', 'Scheduled' (which is selected and underlined), and 'History'. A blue circular profile icon with the letters 'KB' is in the top right corner. Below the tabs, the section is titled 'Scheduled giving and payments'. A note states: 'If any recurring payment was selected on a form submission where a administrative fee was accepted or required, an administrative fee will apply in addition to each scheduled amount.' There are two recurring payment entries. The first entry is 'Monthly to 2025 River Oaks Operations' with a payment method of 'Discover'. It is marked as 'Recurring' with a dropdown arrow. Below this entry, a detailed view shows the amount as '\$[redacted] to 2025 River Oaks Operations', an 'Active' status, start date '1/15/2025', duration 'Ends on 12/15/2025 (3 installments left)', and next gift amount '\$[redacted]'. A red square highlights a pencil icon for editing and a trash can icon for deleting. The second entry is 'Monthly to For Such A Time As This - Capital Campaign' with a payment method of 'Discover', also marked as 'Recurring'.

Please note that you are only able to make changes to card payments. For ACH changes, you must end any recurring gifts you have set up and create a new one with your banking info. This includes changes to amounts.