Give STL Day
Nonprofit Registration!
*returning participants
WWW.GIVESTLDAY.ORG
Nonprofit Registration Steps

- Welcome back!
- Navigate to giveSTLday.org
- Hover over Login in the top right-hand corner and select “Nonprofit”
- Select “Nonprofit” to log into your existing nonprofit account
For returning participants

- Next, you'll see the login screen displayed below
- For returning Orgs, click “Log in as returning organization”
- You can reset your password on the next screen, if needed!
Register Your Organization

- Navigate to your Giving Day Performance dashboard to review your Org’s status and complete registration
  - Note: Your organization’s status bar
- Click “Register My Organization” to begin
Verify & Update Profile Information

During this stage, your progress bar on the Giving Day Performance Dashboard says “Registration Required”

Step 1 of registration will walk you through your original profile information you already submitted.
• This is an opportunity for any updates! If ready, hit “Submit”

When walking through the registration process, notice your 2-step progress bar above. Submit your registration when ready!
Set Your Event Goals!

Matching Funds, Event Goal, Early Giving Goal, Peer-to-Peer (Fundraising) Goal

- Have a matching fund? Already know your event goals, etc.? Enter that information here!
- Or, click No thanks, I’ll do it later and you can enter these details on your Performance Dashboard later
Profile Highlights!

- Giving Day Performance dashboard has tons of highlights for you
- Milestones – important dates & trainings for Give STL Day
  - Keep an eye out for more to come!
- You can update your Goals, matching funds, etc.
My Public Profile: Overview

- On My Public Profile you'll see your Organization details and a navigation bar to the left.
- The Overview section allows you to preview your profile information, make edits, view your status and "To Do" list.
Donation Levels allow you to provide pre-set donation amounts to give donors an idea of what to donate, and for what!
My Public Profile: Multimedia

- The multimedia section allows you the opportunity to add photos and videos to your profile! This makes your profile that much more fun.
- Photos cannot exceed 5MB. PNG and JPG images are preferred.
- YouTube and Vimeo videos must be PUBLIC on your YouTube/Vimeo account in order for them to appear on your Give STL Day profile.
Raising funds for a specific program?

The Programs section allows you to highlight any important programs within your organization. This brings more awareness to these programs by talking about your goals and successes.
My Public Profile: Events

- The Events tab allows you to promote any upcoming events your organization will be hosting.
- This can draw more attention to your event, gain more awareness, and intrigue donors who weren't already aware!
My Public Profile: Volunteer

- Need a helping hand?
- Add your volunteer needs to your profile!
- Donors can also donate their TIME and would love to help you
My Donations

- The My Donations tab provides a list of ALL Give STL Day donation data.
- Filter data by the "Transaction Date Time" filter, or use the "additional donor and donation data" option to include other donation fields of interest, such as volunteer opportunities.
- You can export this data to your desktop via excel or CSV.
The My Users section allows you to add new organization users, inactivate old ones, and adjust user email notifications.

Once you add a new user, the user will receive a password email to their email address.

To inactivate or adjust a users email notifications, click the "Manage Settings" button. Click "remove" to remove them from receiving donation notification emails.
Resource Center

- Check out the Resource Center for the Nonprofit Support Center, Fundraiser Support Center, helpful guides, articles and more!
- Filter by category to narrow down your search
Congratulations!

- You’ve just completed your FULL Give STL Day registration and profile!

- If you have questions, feel free to reach out to tech support via the blue "Support" widget, or you can reach out to the Give STL Day team.