



# Digital Giving Checklist: Tithe.ly

*The Presbyterian Church in Canada has partnered with Tithe.ly for its Digital Giving Platform*



## Create a church account online at [get.tithe.ly](https://get.tithe.ly)

1. Ensure the Address, Phone and Memo fields are required (needed for income tax receipt purposes)
2. Request that Tithe.ly apply the PCC Denomination Rate – this will happen automatically if you've used the following link to set up your church's account: [tithe.ly/rp/PCC/register](https://tithe.ly/rp/PCC/register)
3. Update the Tithe.ly Giving Form with your church logo (optional)
4. Customize the Tithe.ly Thank You Email (optional)



## Recommended Church Giving Policy in place (approved by SESSION) and added to website:

Example: *Please Note: Spending is confined to Session's approved funds, programs and projects. Each contribution will be used as designated by the donor with the understanding that when that particular fund, program, or project has been fully funded or cannot be completed for reasons determined by the Session, contributions so designated will be used where most needed.*



## Get Your Website/Kiosk Ready:

1. Add the **Give Widget** in a prominent position on the website – main page – make it easy to find!
2. Add the **Church Giving Policy** to your website (if not already done)
3. Optional – Setup **Giving Kiosk(s)** in the church lobby. Have trained people ready to help people get started with digital giving



### **Prepare for Launch Sunday Toolbox:**

1. Download/Customize **Digital Giving Bulletin** with your church name/website
2. Download/Customize **Launch Sunday PowerPoint Slides** (to be used with Digital Giving Bulletin)
3. Download/Customize **Offering PowerPoint Slide** (to be used in future offertory)
4. Create **Announcements** (to be used in future offertory)
5. Create **Email Notice** (to be sent out after Launch Sunday and to any new people wanting information on digital giving to your church)
6. Create **Recurring Bulletin Giving Options Note** (to be inserted in a permanent spot in your bulletin)

*Adapted with kind permission from The Free Methodist Church in Canada*