

How to set up a recurring pledge in our new system

Important note! We are currently migrating our giving platform to a new system. Please follow these instructions and do not log into MyUCUCC to set up your 2024 pledge!

1. Click this link: <https://abundant.co/universitycongregati/give>
2. Fill out the form displayed:
 - a. **Amount** (watch the need for zeroes)
 - b. Under **Fund** choose "General Ministry/Pledges"
 - c. Select "**Give Multiple Times**" to set up a recurring gift
 - d. Choose the **frequency** of your gift (weekly, monthly, etc)
 - e. Enter a **start date** for your gift (choose at date in 2024 for your 2024 pledge!_
 - f. If you'd like to set up other recurring gift (like a regular monthly special offering) you can choose **+Another Fund** button
 - g. Add your email address

The screenshot shows a web form titled "How much would you like to give?". It has two input fields: "Amount" with the value "\$ 300.00" and "Fund" with a dropdown menu showing ".General Ministry/Pledges". Below these is a "Memo" field. To the right of the memo field is a blue link "+ ANOTHER FUND". There are two main buttons: "GIVE ONCE" and "GIVE MULTIPLE TIMES", with the latter being selected. Under "GIVE MULTIPLE TIMES", there are five frequency options: "EVERY WEEK", "EVERY 2 WEEKS", "EVERY MONTH" (selected), "TWICE A MONTH", and "EVERY 3 MONTHS". Below the frequency options is a "Start date" field with a calendar icon, showing "1/1/2024" and a blue link "+END". At the bottom is an "Email address" field with the value "johnsmith@gmail.com". A large brown "CONTINUE" button is at the bottom right.

3. Press Continue. Click on "Continue As Guest".

- Choose the tab for “Credit or Debit” or “Bank Account.” *The fees are significantly higher to use a credit/debit card, so thank you for considering using your bank account for your pledge!*
- Fill in the fields – card number/bank account info, and billing address.

- Choose whether you would like to contribute to offset the processing fees by clicking the toggle next to “Contribute an extra \$X.XX to help offset processing costs.” The fee amount is automatically calculated as a percentage of each gift, based on the fees we pay (3% if you pay by card, 1% if you pay by bank).

- Click the “**Give**” button. It should show the exact total amount you are giving.

You may need to choose the picture squares for the “Recaptcha” that prevents fakes and security issues.

If you completed the form as a Guest, you will then have the option to create an account. Please note that this is a separate account from the MyUCUCC login.

You should receive an email confirmation that has the gift amount, receipt number, and what it was for.

If you had a recurring/scheduled gift set up in ACS in 2023, you will need to move your gift over to the new system. Please contact the office if you need help with this.

Thank you for supporting UCUC and our ministries!