

# MyChurch Online Giving Portal

## Diocese of Virginia

### Overview

The Diocese of Virginia is providing a portal (webform) for individuals to make online contributions to your congregation until June 15, 2020. On the 10<sup>th</sup> of the month, diocesan staff will reconcile all online giving; provide to each church a spreadsheet with contact and giving information for each gift along with the offering funds. Please remember to include these gifts as part of parishioners regular giving and furnish them with a tax receipt. The gift information will include the gift amount, fees paid, and the total received. The Diocese of Virginia pays fees through our online giving portal and this amount will be reflected in the total amount congregations receive.

### To Begin:

As congregations release these instructions to parishioners please ask that they are careful to include “**Church, Hometown**” in the optional memo box on the form so that diocesan staff will know where to send the money.

The process and screen shots are below. If you didn’t include your church name in the optional memo box, forward the email with information on your contribution you receive from <notifications@accessacs.com> to [shiggins@thediocese.net](mailto:shiggins@thediocese.net) with a note so we can credit your gift appropriately.

### Process for Online Giving

Using a computer, tablet or phone’s browser go to <http://bit.ly/DOVChurch> (This is case sensitive and the O is a letter, not a zero)

You will see the secure form

secure.accessacs.com/access/oglogin.aspx?sn=154469&f=133

Welcome to Episcopal Diocese of Virginia

Giving Details

Give \$0.00 to My Church optional memo

E-mail Address

Continue

Enter the amount you want to give

Leave the second box as **My Church**

In the Optional Memo box type: “Church Name, City”

Add your email address

When you are done the form should look something like the image below.

**Welcome to Episcopal Diocese of Virginia**

**Giving Details**

Give  to

E-mail Address

[Continue](#)

If the information is correct click continue.

The next popup form (below) will give you a choice to sign up and create an account with the service (good if you plan on using it regularly) or continuing as a guest. The rest of the instructions assume you click **Continue as Guest**.

**We'd love to have you back!**  
Confirm your e-mail to create an account to save payment methods or set up a recurring gift.

E-mail  
polivere@aol.com

\*Confirm E-mail

[Create Account](#) or [Cancel](#)

**Don't want to sign in?**  
You don't have to sign in to give.

[Continue as Guest](#)

In the next form you enter the information about the account from where you want to your contribution taken. You can select a debit or credit card (example below) or withdraw directly from you bank's checking or saving account. When you are finished click on **GIVE**.

## Welcome to Episcopal Diocese of Virginia

### Giving Details

Give  to

E-mail Address

### Payment Details

Account Type

Account Number     

Expiration Date  /

Name on card

Billing Address Line 1

Billing Address Line 2

Billing City

Billing State

Billing Postal Code

[Give](#)

[408 Technology](#) [Privacy Policy](#) [Terms of Use](#)

After you complete your contribution you will be shown the standard diocesan confirmation below. Even though it says “gift to the Diocese of Virginia” if you included ‘Church Name, City’ in the optional memo, your contribution will be part of the funds sent to your congregation on the 10<sup>th</sup> of each month.

Thank you so much for your gift to the Episcopal Diocese of Virginia.

This is a vibrant, wonder-filled time in the life of our diocese. Wherever you are on your journey, know how grateful we are for your donation. Your gift makes our life-giving ministries possible.

Peace,  
Stephanie Gurnsey Higgins  
Minister for Diocesan Development and Giving

P.S. - Stay connected to us by subscribing to the *Virginia Episcopalian*: <http://bit.ly/DOV-VE>  
and to the e-Communique: <http://bit.ly/DOVeComm>

A receipt email has been sent to you.

Receipt #: 257801443

Contribution Date: 3/21/2020

Amount: \$50.00

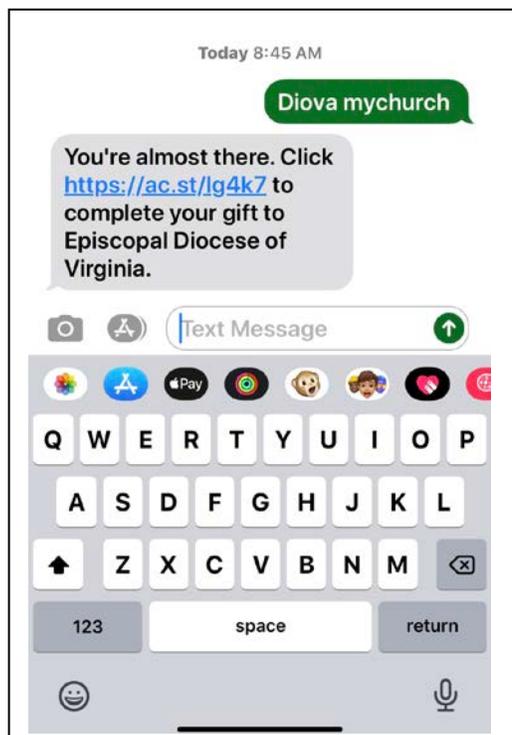
Account: xxxxxx

You will also receive an email from [notifications@accessacs.com](mailto:notifications@accessacs.com) with the information above and another line from the optional memo – i.e. Details: My Church: \$50.00 (St Johns Arlington)

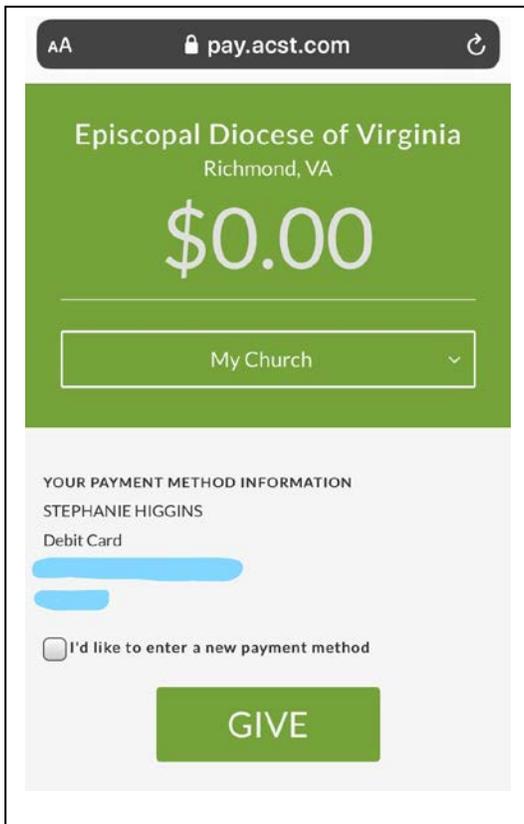
We suggest that you keep a copy of the email should there be any questions on the contribution. You can forward a copy of the email to the treasurer of your congregation so they can check to see if it is in the transfer from the Diocese.

## Process for Text to Give

Text to give is also available for parishioners. Text DIOVA MYCHURCH to 73256. [Standard text messaging rates may apply.]



Click on the highlighted link.



You'll be asked to fill in your payment information which is similar to systems you're familiar with.

Tap the dollar amount to change how much you want to give and then tap the green "Give" button. You'll receive a receipt from the portal – exactly like the example above.

There is no memo line in this text to give system for you to let us know what church you're a member. In order for us to credit your offering to your church, drop us a line at [shiggins@thediocese.net](mailto:shiggins@thediocese.net) so we can match your gift to your congregation.

**Large donations** – Credit cards transactions have about a 3% fee associated with them. If you are making a very large donation, it may be more practical to send it by check to your church. Contact your church's office directly if you have questions.

*With grateful thanks to Peter Olivere at St. John's, Arlington*

*Updated March 25, 2020*