



## **Online Giving Guidelines**

August 28, 2019

This document has been compiled by the Finance Office / Parish Support to assist those parishes seeking to utilize online giving or electronic payment processing, including card readers/devices and web interfaces.

While it is not the purpose of this document to extoll the benefits of electronic giving, we recognize that widening your church's giving options benefits both your parish and the people and ministries you serve.

### **Archdiocese of Atlanta Approved Providers:**

Payment processing for charitable organizations is a growing and competitive business niche. Our list of approved providers is intentionally small and the approved vendors must abide by the highest banking security standards.

The Archdiocese has currently approved four companies for online giving. Their inclusion on our approved provider list ensures that these companies meet or exceed our minimum inclusion criteria. The companies must:

- Maintain SSAE & PCI Compliance
- Submit annual SOC report for review by Archdiocesan external auditors
- Provide report formats which allow for daily, weekly or monthly import into ParishSOFT Family Suite (frequency to be determined by the parish/location)
- Demonstrate knowledge and understanding of the import process for ParishSOFT Family Suite – along with training support and documentation to guide our parishes
- Ability to easily process regularly scheduled (recurring) and one-time gifts
- Maintain a user-friendly portal for donor gift management
- Maintain a user-friendly portal for parish customization of funds, messaging, etc.
- Have the ability to handle ACH and CC processing
- Maintain competitive pricing on monthly fees and transaction processing
- Record gross deposits of individual transactions with separate monthly invoicing for service fees (*required to meet internal audit standards*)
- Provide accessible support resources

In addition, we are pleased to support companies that offer enhanced giving options such as card-readers, giving kiosks, online forms with payment options, text-to-give and other developing technologies.

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### Highlighted Offerings of Approved Online Giving Providers

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<b>Company</b>	<b>Electronic Checks ACH</b>	<b>Credit Card Processing</b>	<b>Portable Card Readers</b>	<b>Giving Kiosks</b>	<b>Text-to-Give</b>	<b>Compatibility with Accounting and Family Suite Software</b>
<b>Liturgical Press – LPI</b>	√	√			√	√
<p><i>Note: LPI also provides an online form builder (with secure payment processing) which may be deployed via your parish website. These online forms make it possible to require payment at the time of registration, streamlining registration for events such as Faith Formation classes.</i></p>						
<b>Our Sunday Visitor</b>	√	√	√		√	√
<p><i>Note: OSV card readers are tied, by serial number, to specific departments. This makes the reporting easy and can help track payments made to departments or organizations, e.g., Faith Formation or Women’s Council. New, as of March 2019, OSV is now offering online form builder with secure payment processing.</i></p>						
<b>ParishSOFT</b>	√	√	√	√	√	√
<p><i>Note: ParishSOFT Giving also includes an online form builder (with secure payment processing) which may be deployed via your parish website or on their kiosks. These online forms make it possible to require payment at the time of registration, streamlining registration for events such as Faith Formation classes.</i></p>						
<b>Vanco</b>	√	√	√	√	√	√
<p><i>Note: Vanco Give Plus can be deployed through your parish website or through a mobile phone app.</i></p>						

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Current approved providers includes (in alphabetical order):

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### **1 - Liturgical Press, LPI**

Parish Contact: Mandi Hollins  
Business Development Manager  
Office: 800-950-9952 ext. 5879 Cell: 832-282-9421 [mhollins@4LPi.com](mailto:mhollins@4LPi.com)  
[www.4LPI.com](http://www.4LPI.com)

### **2 - Our Sunday Visitor**

Parish Contact: Courtney Sewell  
Product Specialist  
Office: 800-348-2886, opt 1, x2357 [csewell@osv.com](mailto:csewell@osv.com)  
[www.osvonlinegiving.com](http://www.osvonlinegiving.com)

### **3 - ParishSOFT**

Jennifer Buckley  
ParishSOFT Giving Specialist  
Office: 866.930.4774 x1932, [jbuckley@parishsoft.com](mailto:jbuckley@parishsoft.com)  
[www.parishsoft.com/online-giving/](http://www.parishsoft.com/online-giving/)

### **4 - Vanco**

Richard A. Bauer  
e-Giving Ambassador  
Office: 952-352-8135, Cell:612-759-3904, [Richard.Bauer@vancopayments.com](mailto:Richard.Bauer@vancopayments.com)  
<http://vancopayments.com/solutions/online-giving/>

### **Conclusion**

The Finance Office believes the approved provider companies will offer your parish a full array of electronic banking options. Additional questions may be directed to Patrick Warner, [pwarner@archatl.com](mailto:pwarner@archatl.com) or 404-920-7410 or Susan Shirley, [sshirley@archatl.com](mailto:sshirley@archatl.com) or 404-920-7408.

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