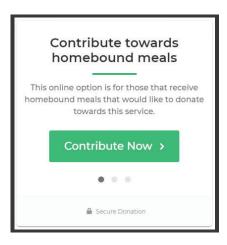
### Online Contribution Instructions



1. Visit us online at <a href="mailto:adrcofbrowncounty.org/homebound-meals">adrcofbrowncounty.org/homebound-meals</a> or by using the QR code on the left.

2. Scroll down to find the box that says "Contribute towards homebound meals" on the left-hand side. Click "Contribute Now"

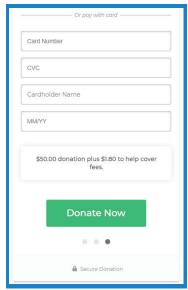


3. Enter the amount you'd like to contribute. You can check the box if you'd like to cover the transaction fees. If you'd like to make this a reoccurring contribution, check the box to make it a monthly contribution. Click "Continue"





4. Enter the name of the person who receives the meals. If you are not the person receiving the meals, enter their name but your email address. You can then pay with PayPal or with a card. Once that has been entered, click "Donate Now"



**5.** After submitting, you will see an overview of the donation details on the screen and you'll also receive a receipt to your email.





# Donor Dashboard

### Logging In:



# Visit us online at adrcofbrowncounty.org/donor-dashboard or by using the QR code on the left.

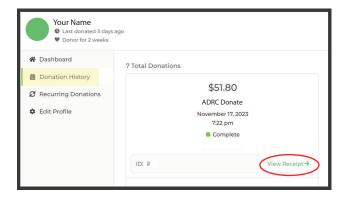
Enter the email address associated with the donation/contribution and click "Verify Email." You will then receive an email with a link to get you logged in to your donor dashboard.

|             | acy, enter the email address used to make a<br>n below and we'll send you a link to access |
|-------------|--|
| your do     | nor dashboard.   |
| $\subseteq$ |  |

### Navigating the Dashboard:

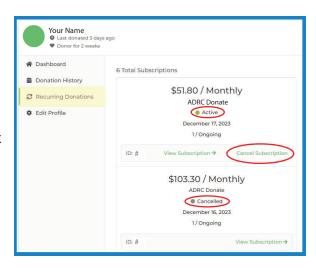
The "Dashboard" tab shows how many donations/ contributions you've made, the total amount, and the average amount. It also shows recent donations/ contributions.

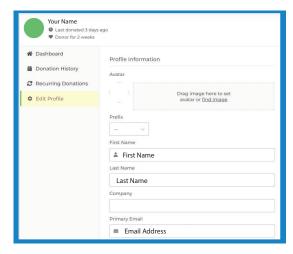




The "Donation History" tab shows all of your past donations/contributions, how much they were, when they were entered, as well as the ID # and receipt from the transaction.

The "Recurring Donations" tab shows your "subscriptions," or monthly donations/ contributions. You can see the amount for the month as well as if it's active or canceled. From here, you can also cancel any active subscriptions.





The "Edit Profile" tab allows you to change or update any of your information in our system. You can add a mailing address and secondary email if you'd like.

