

St. Matthias Parishioners,

We are excited to announce that St. Matthias has partnered with **ParishSoft Giving** in order to provide you with the convenience of **online contributions**. This system replaces the myEoffering system that our parish had been using.

Online contributions are much like online bill pay where parishioners can choose to have their financial contributions to St. Matthias withdrawn directly from their credit, debit, checking or savings account in lieu of bringing cash or checks to church each Sunday. This can include your regular weekly offertory envelope, second collections, and capital campaign contributions.

ParishSoft Giving has designed a secure, web-based platform in which donors may privately and prayerfully make one-time or recurring donations. You can customize a completely individual method of giving based on how and when you receive your income – whether it be bi-weekly, monthly, or semi-monthly. By setting up recurring donations to be automatically deducted from your account or credit card, you don't have to prepare envelopes each week before you come to Mass and it helps our parish to better plan budgets and expenditures through a more accurate financial forecast.

Sign up is simple and quick!

Go to our Parish website (www.st-matthias.net) and Click on the  button to get this screen

Click **“First Time? – New User Registration”** to display the following screen.



302 S. Magnolia Blvd
Magnolia, Texas 77355
281-356-2000



First Time? Secure Login 

First Time?
» New User Registration

Quick Give
» No Login Required

Scheduled Giving
» Automatic Recurring Donations

My Account
» Personal Info & History

Welcome to Online Giving

If this is your first time giving online, simply fill in your basic information below. Next time, you'll get to skip this step!

First Name:

Last Name:

Address Line 1:

Address Line 2:

City, State / Zip: TX /

Phone Number:

Email Address:

Password:

Confirm Password:

Your email address will become your user name when you sign in. This email address will also receive confirmations.





Enter the requested name and address information and select a password

Click **Submit** and you will receive a Welcome Letter from Fr. Chris in your email including a link to the system that you can save in your web browser and your user ID. Be sure to write down your user ID and password.

You will see the **“My Donation”** screen where you select **“Give Now”** for an immediate, one-time, donation or select **“Scheduled Giving”** to setup recurring gifts to St. Matthias.



302 S. Magnolia Blvd
Magnolia, Texas 77355
281-356-2000



Welcome Thomas Mayhew Log Out 

Give Now
» One Time Donations

Scheduled Giving
» Automatic Recurring Donations

My Account
» Personal Info & History

My Donation

Amount: \$ 0 To: Weekly Offering

[+ Add Another Fund](#)

Card Information

Card Type:

Card Number:

Card Expiration: / (month / year)

Card Code: [« Help?](#) Save this Card

Card Holder Information

Name on Card:

Billing Address: (street address)

Zip Code:

Add 3% to help cover costs of processing?





You can select from two available methods below to make donations to St. Matthias:

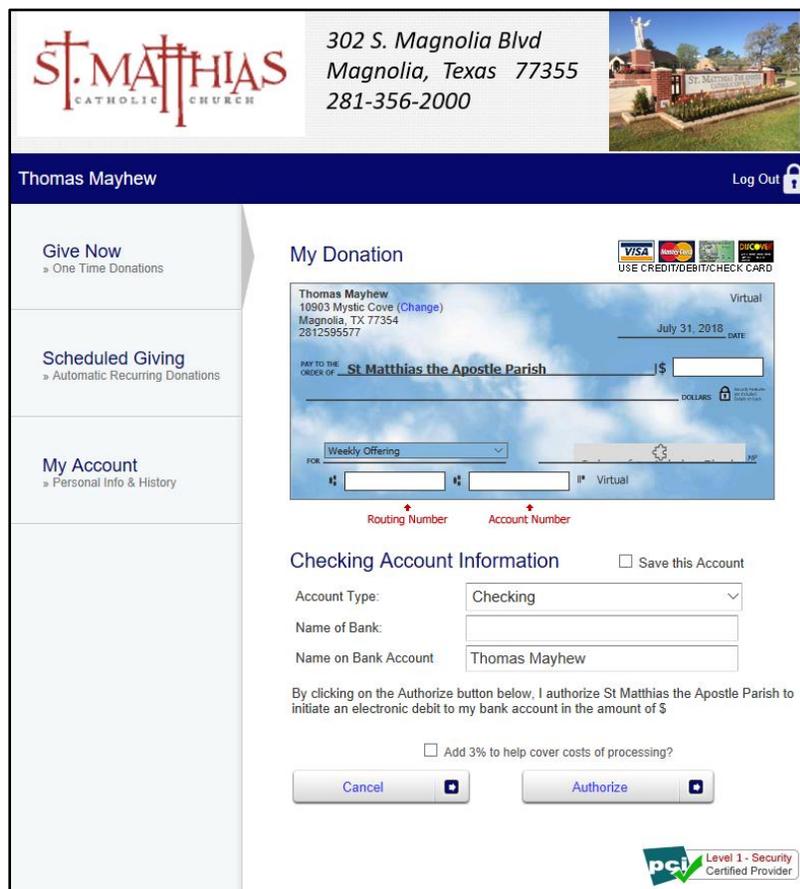
- 1) Direct debit from your bank checking or savings account or,
- 2) Via a credit or debit card

For recurring donations under **“Scheduled Giving”**, once you select either option 1 or option 2, all of your scheduled gifts to different funds to St. Matthias are processed using that option. The system does not allow for some scheduled gifts to be made from a bank account and others from a credit or debit card.

When making a one-time donation using **“Give Now”**, you can select either of the above options regardless of which option you are using for your scheduled gifts.

If you plan to make donations via direct debit from your bank checking or savings account (referred to as **“eCheck / ACH”**), setup the link to your bank account using this  symbol in the upper right-hand corner of the screen.

Complete the fields on the screen below and click on **“Authorize”** when done. Be sure to click on the check signature line to sign the check. You can also select a fund if you are doing a one-time donation under **“Give Now”**.



The screenshot shows the St. Matthias Catholic Church website interface. At the top, there is a header with the church's logo and address: 302 S. Magnolia Blvd, Magnolia, Texas 77355, 281-356-2000. Below the header, the user is logged in as Thomas Mayhew. The main content area is titled "My Donation" and features a sidebar with navigation options: "Give Now" (One Time Donations), "Scheduled Giving" (Automatic Recurring Donations), and "My Account" (Personal Info & History). The "My Donation" section includes a "USE CREDIT/DEBIT/CHECK CARD" button with logos for Visa, MasterCard, Discover, and American Express. Below this is a form for setting up a bank account. The form includes fields for the donor's name (Thomas Mayhew), address (10903 Mystic Cove, Magnolia, TX 77354), and phone number (281.259.5577). The payment date is set to July 31, 2018. The payee is "St. Matthias the Apostle Parish" and the amount is \$0.00. The account type is "Checking" and the name on the account is "Thomas Mayhew". There are fields for the routing number and account number, both marked with red asterisks. A checkbox for "Save this Account" is present. At the bottom, there is a "Cancel" button and an "Authorize" button. A disclaimer states: "By clicking on the Authorize button below, I authorize St Matthias the Apostle Parish to initiate an electronic debit to my bank account in the amount of \$". There is also a checkbox for "Add 3% to help cover costs of processing?". A PCI Level 1 - Security Certified Provider logo is visible in the bottom right corner.

Once you have setup your bank account, you will see the **“eCheck / ACH”** option on the **“Card Type”** drop down menu where you can either select a credit card or your bank account for each scheduled or one-time donation you setup.

You can either do a one-time donation by clicking on **“Give Now”** or setup a scheduled, recurring donation by clicking on **“Scheduled Giving”** which will display the screen below.

The screenshot shows the St. Matthias Catholic Church website. At the top, the church's name and address are displayed: 302 S. Magnolia Blvd, Magnolia, Texas 77355, 281-356-2000. Below this is a navigation bar with the user's name, Thomas Mayhew, and a Log Out button. The main content area is divided into three sections: 'Give Now' (One Time Donations), 'Scheduled Giving' (Automatic Recurring Donations), and 'My Account' (Personal Info & History). The 'Scheduled Giving' section is active, showing a form with the following fields: 'Choose a Fund' (Weekly Offering), 'Frequency' (Weekly), 'Amount' (empty), 'Installments' (Indefinite), and 'Start Date' (7/30/2018). Below this is the 'Card Information' section with fields for 'Card Type' (Visa), 'Card Number' (empty), and 'Card Expiration' (1/2018). The 'Card Holder Information' section includes fields for 'Name on Card' (Thomas Mayhew), 'Street Address' (10903 Mystic Cove), and 'Zip Code' (77354). There is a checkbox for 'Add 3% to help cover costs of processing?' and an 'Activate Schedule' button. A PCI Level 1 - Security Certified Provider logo is visible in the bottom right corner.

Under either **“Give Now”** or **“Scheduled Giving”**, select the desired fund for your gift.

This close-up screenshot shows the 'My Scheduled Giving' form with the 'Choose a Fund' dropdown menu open. The menu lists the following options: Weekly Offering, Capital Campaign, St Vincent de Paul-Magnolia, Youth and Faith Development, Maintenance Fund, Holy Days, and Archdiocese Special Collections. The 'Start Date' field is set to 7/30/2018.

If you select **“Holy Days”** or **“Archdiocese Special Collections”**, you will get a second drop down menu to select the desired fund.

This close-up screenshot shows the 'My Scheduled Giving' form with the 'Holy Days' dropdown menu open. The menu lists the following options: Solemnity of Mary - Jan 1, Ash Wednesday - Mar 6, Holy Thursday - Apr 18, Easter - Apr 21, Assumption of Mary - Aug 15, All Saints Day - Nov 1, All Souls Day - Nov 2, Immaculate Conception - Dec 8, and Christmas Offering - Dec 25.

Enter your Donation Amount.

Select the Frequency, Number of Installments, and Start Date. The Start Date you select for the Holy Day and Special Collections should be around the date of the collection so the gift is not processed until that date.

Under “**Card Type**”, you can choose a credit card or desired bank account, the “eCheck / ACH” option.

Check over the information entered for accuracy and click “**Activate Schedule**” when ready.

The screenshot shows the user interface for St. Matthias Catholic Church's online donation system. At the top, the church's logo and address are displayed: 302 S. Magnolia Blvd, Magnolia, Texas 77355, 281-356-2000. The user is logged in as Thomas Mayhew, with a "Log Out" button. The main content area is divided into a left sidebar and a main panel. The sidebar contains three menu items: "Give Now" (One Time Donations), "Scheduled Giving" (Automatic Recurring Donations), and "My Account" (Personal Info & History). The main panel displays the "My Scheduled Giving - Active" section, which includes the following details: Designation: Weekly Offering, Frequency: Monthly (on the 30th), Amount: \$51.50, Start Date: 7/30/2018, and End Date: 7/30/2018. Below this, there is a "Card Information" section with an "Edit" button, and a "Card Holder Information" section with fields for Name on Card (Thomas Mayhew), Street Address (10903 Mystic Cove), and Zip Code (77354). A "Delete Schedule" button is located below the card holder information. At the bottom of the main panel, there is a link that says "Click here to add an additional schedule." In the bottom right corner, there is a PCI Level 1 - Security Certified Provider logo.

You can add donations for additional funds by clicking on “**Click Here to add an additional schedule**”. Once activated, each active schedule can be selected and edited as desired.

Each time a donation is processed, you will receive a thank you email from Fr. Chris with the subject “Online Donation.” The email will include the amount of your gift, the fund that was credited and an indication that the transaction was successful. You can save these for your records and compare to the bank account or credit card statements for accuracy.

You can update your profile information by clicking on “My Account” which will display the following screen. This screen also shows your giving history.

ST. MATTHIAS
CATHOLIC CHURCH

302 S. Magnolia Blvd
Magnolia, Texas 77355
281-356-2000

Thomas Mayhew Log Out

Give Now
» One Time Donations

Scheduled Giving
» Automatic Recurring Donations

My Account
» Personal Info & History

My Account

Thomas Mayhew
10903 Mystic Cove
Magnolia, TX 77354
2812595577
[\[Edit my Information\]](#)

History for Thomas Mayhew No History

Fund	Amount	Account Used	Date	Status
No history to show.				
Yearly Total \$0.00				

Payment options for ParishSoft Giving include credit cards, and either a checking or savings account. St. Matthias pays a much smaller fee for donations using direct debit from your bank account than for donations using credit cards. If you chose to contribute by using a credit, there is option on the screen “**Add 3% to cover costs of processing.**” If you check this box, 3% will be added to your donation to help offset the processing fees that would have otherwise been charged to the parish.

We invite you to try electronic contributions and we hope you find it very convenient. You can use any computer and variety of web browsers. If you don’t have access to a computer but would still like your offerings to be deducted from your account, contact the parish office to arrange a time to come into the office and a staff member will help setup your electronic offering.

As always, we thank you for your generous sharing of treasures in the spirit and practice of stewardship.

May God Bless you!