

## Donation Options on Affiliate and ACF website

This is a step-by-step tutorial on the different ways donors to Affiliate funds can make online gifts. There are many ways to make gifts online but in this tutorial we will cover the quickest and easiest ways. First we will go over how donors can give to Affiliate funds inside Affiliate websites. Next we will cover how donors can search for and donate to Affiliate funds using The Alaska Community Foundation's main fund search.

### Affiliate Websites – Option 1

1. Go to an Affiliate website. For this example, we will use Ketchikan Community Foundation's site: [www.ketchikanacf.org](http://www.ketchikanacf.org).
2. On the homepage the donor will see a left-side column that is part of a template, meaning that any page they are on, this column will always appear. Click on the GIVE TODAY button and it will take donors directly to Ketchikan CF's donation page.






- From this donation page, a donor can find the Affiliate's endowment fund or another fund that the Affiliate advisory board makes recommendations from. The drop down menu will auto-populate with the Affiliate's endowment fund. On this form donors can submit their gift information securely through our online system. A confirmation email is sent to the donor after they have made a gift and a confirmation email gets sent to ACF staff. ACF staff then send along the online donation information to the Affiliate Chair and/or Treasurer, unless the donor chooses for the gift to be an anonymous gift.


Foundation

ABOUT APPLY IMPACT ADVISORS AFFILIATES **DONATE**

 **Ketchikan Community Foundation**  
An Affiliate of The Alaska Community Foundation

NEWS GRANTS GIVE MEMBERS CONTACT

**GIVE TODAY**  
Click here to make a gift to the Ketchikan Community Foundation


 Like us on Facebook

Follow our Blog

**Ketchikan Summer Newsletter**  
Our 2015 Summer Newsletter includes a thank-you to our donors, an invitation to our Vintage Cocktail Evening hosted by Doug Andrew

## Donate Online

We respect the privacy of your information and will never sell or distribute your contact information.



Ketchikan Community Foundation Fund

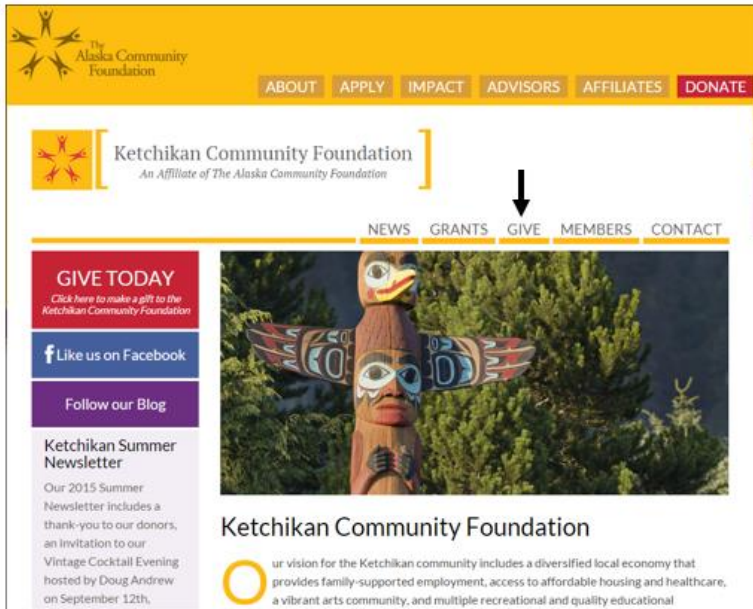
Your Name \*  
(as you wish to be recognized)

Prefix First Last Suffix

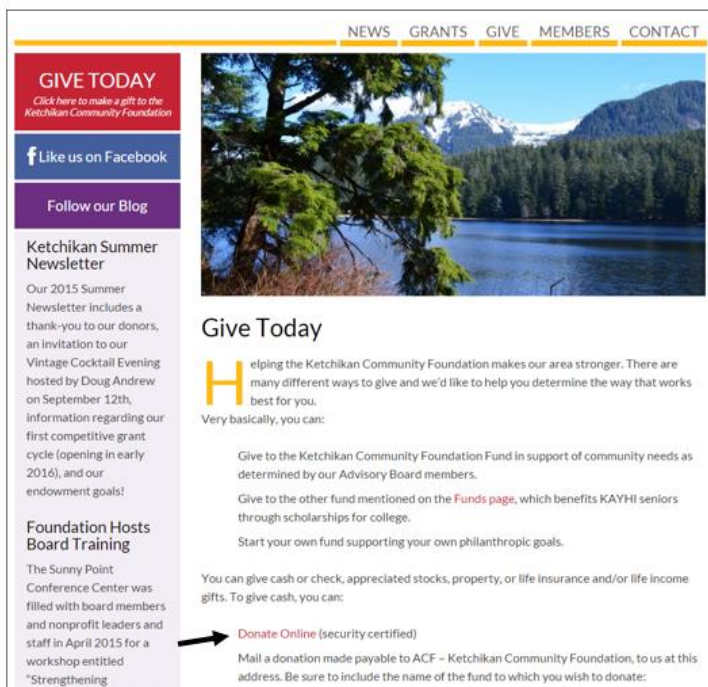
Street Address

## Affiliate Websites - Option 2

1. From the Affiliate homepage, click on the GIVE tab:



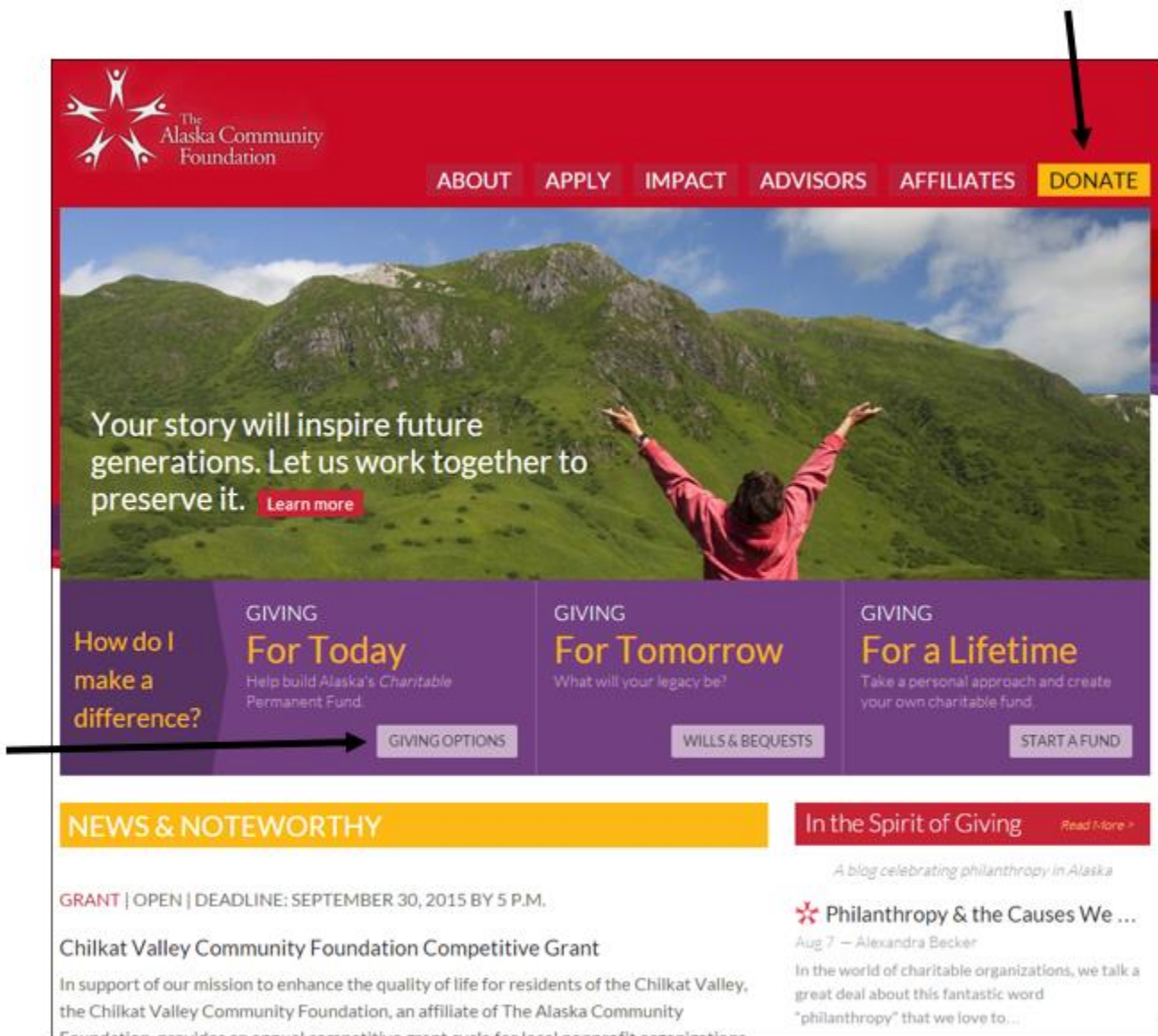
2. This page offers information to donors on ways they can give to their community's Affiliate fund. There is a direct link to Donate Online, which takes the donor to the online donation page:





### ACF Website – Option 3

1. Go to The Alaska Community Foundation’s website: [www.alaskacf.org](http://www.alaskacf.org).
2. On the homepage, donors will see different ways they can quickly make a gift. The yellow DONATE button and the GIVING OPTIONS button takes the donor directly to our fund search page where donors can search for the fund they would like to make a gift to. They can search by name, region, area of interest, or category.

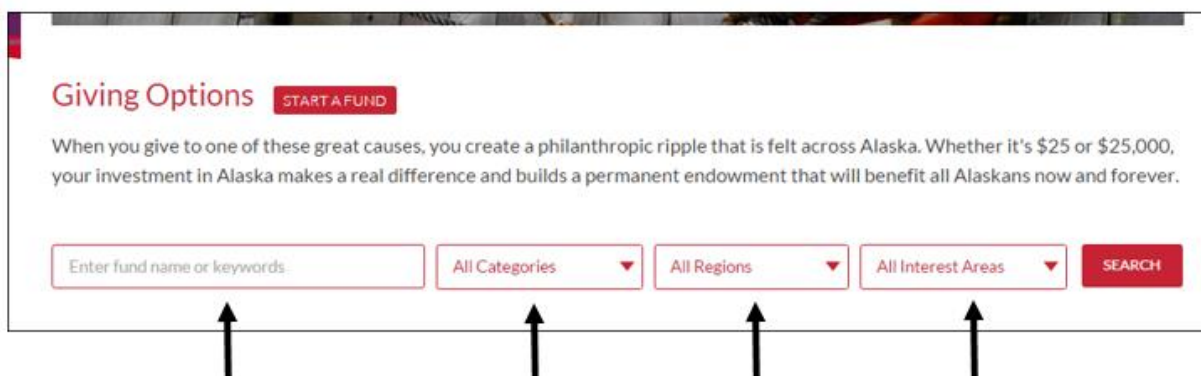




- Donors can also get to the fund search page to make a donation by hovering over the main IMPACT tab. This tab is part of ACF's website template, which means it stays on the top of every page:



- Below is the visual for the Fund Search option on ACF's website. Donors can enter the name of the fund, part of the name of the fund, city name, or by any keyword. Donors can also search by Category (fund type: Community, Donor Advised, Agency, etc.), by Region (Southeast, Interior, Western, etc.), or by Area of Interest (Arts & Culture, Education, Human Services, etc.).



ACF staff are always here to help so if you speak to a donor who has trouble making an online gift, please don't hesitate to give them our contact information. We would be happy to help assist any donor wanting to make a generous gift or to answer questions regarding a gift they have made.

ACF's hours of operation: Monday through Friday, 8 am – 5 pm

ACF's toll-free number: 1-855-336-6701

ACF's main line number: 907-334-6700