Adding Abundant Giving Forms

The Giving Forms area displays your church's giving forms, as well as each form's number of gifts, the date of the last gift, and the total of all gifts through the form.

Adding Giving forms

Before your contributors can give online, you must set up at least one giving form. To track gifts for several campuses or ministries, you can add multiple giving forms. You can also set up your default giving form and select if you want to use a form for text or mobile gifts.

You can customize a giving form's design and thank you message. When you select color schemes for your giving form, you can enter hexadecimal values to "brand" your form for your church, or add a picture that represents the gift's purpose. If you want to show contributors what kind of impact their gifts make, you can even add a customized thank you message.

1. Under Admin, click **Giving Forms**.
2. Under **Giving Forms**, click **Add Giving Form**.
3. Under **Options**, enter your **Giving Form Name**. Each form must have a unique name.
4. In the **Unique URL** field, enter at least three characters to set up a URL for your giving form. For example, if your giving form is named Christmas Giving, you could enter Christmas.
5. **Optional:** Enter a **Suggested Gift** amount and a **Text giving keyword**.
6. **Optional:** Select to use this as your default giving form, text giving form, or mobile giving form.
7. Under **Included Funds**, select the funds to include on this giving form. If you select multiple funds, you can drag and drop the funds to reorder them.
8. Click **Save & Continue**.
9. In the **Design** area, you can customize your giving form's header and style options. As you make changes, you'll see how the form looks to your contributors.
    - Under **Header**, enter your giving form's **Title**, **Subtitle**, and **Intro message**. You can also include a photo and choose the header's background color.
    - Under **Style Options**, you can use a dark scheme for the form's overlay or body. To change the color of the form's buttons, click **Select an accent color**. To change the form's font, select a style (**Modern**, **Traditional**, or **Bold**).
10. When you finish customizing your form's design, click **Save & Continue**.
11. Under **Thank You Message**, you can enter a personalized message for contributors to see after giving. If you're not sure what to enter, click **Need Ideas?** to see suggestions.
12. When you finish, click **Save**.

Editing Giving Forms

After you've set up a giving form, you can edit it if something changes. If you need the giving's form's URL to place it on your website, this displays when you edit it.

Beside the giving form you want to edit, click ··· , then **Edit**.

Duplicating, Deactivating, and Setting a Default Giving Form

You can also duplicate giving forms, change your default giving form, or deactivate forms.

Duplicating Giving Forms copies the giving form, which is helpful if you need to set up a new giving form that's similar to an existing one. You can duplicate the existing giving form, then change any settings that are different.

To duplicate a giving form, click ⋯ , then **Duplicate**.

Deactivating Giving Forms replaces all instances of the giving form with your default giving form.

For example, suppose you create a giving form for a Summer Mission Trip. After the trip is over, you can deactivate this fund, If someone uses a saved URL to try to give, the default giving form displays, so they can still donate to your church.

To deactivate a giving form, click ⋯ , then **Deactivate**.

Abundant saves the form's settings, so you can activate it next summer without having to recreate it. To

activate a giving form, click ⋯ , then **Activate**.

Setting a Default Giving Form is a good idea for your church's general fund. To set a default giving fund,

click ⋯ , then **Make Default**.

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