



Clothe a Child – Change a Life

Set-Up a Recurring Donation

Clothes To Kids of Denver uses ColoradoGives as its primary donation processor. Monthly donations can be set up using Colorado Gives or can be made directly from your bank account/financial institution. *The method below is using Colorado Gives.* To give through your own financial institution, please contact your professional for instructions.

On the screen where you choose the amount of your donation, choose to donate that amount monthly by selecting the “Monthly donation” option.

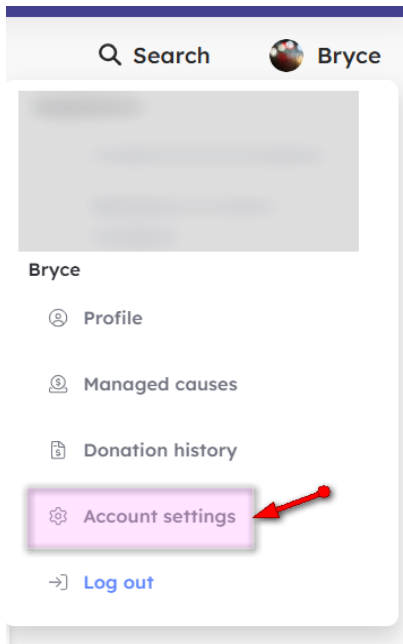
A screenshot of the ColoradoGives.org donation selection interface. At the top, there are two radio button options: "One-time donation" (unselected) and "Monthly donation" (selected). A red arrow points to the "Monthly donation" option. Below these options are four buttons representing donation amounts: "\$25 /month", "\$50 /month", "\$75 /month", and "\$100 /month". Underneath the buttons is a text input field with a dollar sign and a slash, followed by "Donation amount" and "/month". Below the input field are three checkboxes: "Hide amount from public", "Hide name from public", and "Donate anonymously". At the bottom left, there is a link for "Privacy info".

ColoradoGives.org will charge your credit card or bank account for the amount you choose on the same day each month (you can change the donation date on your user account). Please note it is not possible to make recurring donations with ColoradoGives.org Giving Cards or with External Payment Methods (i.e., investment retirement account (IRA), donor-advised fund (DAF), or wired funds).

You will receive an email notification before your donation is processed, as well as a receipt for your donation after it has been processed. Please note your email receipt will not label your donation as a recurring donation.

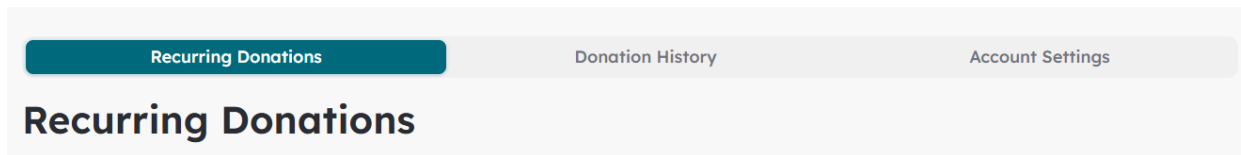
Updating a Recurring Donation

You can update a recurring donation on ColoradoGives.org at any time. You will have the ability to update your *donation amount*, *renewal date*, *payment information*, and *fee coverage selection*.




To update your recurring donation, log into your [ColoradoGives.org](https://coloradogives.org) account and click on Account Settings from the site menu underneath your name on the navigation bar.

When you're on your profile, select the "Recurring Donations" tab.



All of your recurring donations will be listed under the "Recurring Donations" header.

Select  **Manage** to edit a recurring donation.

In the pop-up, edit any of the fields as desired.

Once you have updated your recurring donation, select "Save".

