

# Planning Center Giving

OMPC is changing giving platforms for a more streamlined experience in:

- *Giving*
- *Accessing giving history and statements*
- *Connecting to OMPC*

## What is Planning Center?

Planning Center is the church database for OMPC that houses our member profiles, all registration forms and links, Sunday morning check-ins, the church calendar... it basically serves as the hub of all operations at OMPC! Because each member and registered visitor at OMPC is in the database, our transition to Planning Center Giving is just one streamlined step to connect each individual/household's giving with your pre-existing profile.

## Giving to OMPC

Giving access remains the same, with one additional way that we hope will make giving to OMPC even easier and more accessible! Ways to give:

- Online at [ompc.org/give](http://ompc.org/give)
- The OMPC App
- Mail in to the church or drop in the offering plates on a Sunday morning
- **New** easy way to give! **The Church Center App**
  - Church Center is a quick and easy way to give and view your giving history and statements (and more!).

## Downloading the Church Center App

As mentioned above, the Church Center App is your personal tool to connect with the database at OMPC!

Download Church Center:

- Search "Church Center" in your phone's App Store
- OR
- Open the OMPC App (green icon with OMPC logo), click "Church Center" in the bottom menu bar. Click iPhone or Android (whichever applies to your device) and it will take you directly to the Church Center App in your phone's App Store.

When Church Center is downloaded:

- Find OMPC (search Oak Mountain and enter Birmingham, or use your location)
- Click: "This is my church"
- Enter your phone number\*  
*\*By entering your phone number, you are connecting your Church Center App with your profile in our Church database!*
- Provide the app with your one-time six-digit code to log in
- If you have multiple members in your household, select your name/profile to connect to your Church Center App, then you're all set!

Once you've logged into Church Center, you will be able to access your giving history and past giving statements, view all registration links for the church, the church calendar and of course set up your giving!

### **Setting Up Giving in Planning Center**

We hope you will find this to be quite simple!

*Before you begin:*

- Setup can take place on a smart phone or a computer. If you are setting up on a computer, have a smart phone nearby for two-factor verification.
- Consider the type of payment you'd like to set up and have your banking account and/or card numbers accessible.
- Transaction type fees:
  - Bank/ACH Transfer (0% processing fee & \$0.30 per transaction)
  - Credit/Debit Cards (2.15% processing fee & \$0.30 per transaction)

*To set up your first gift and/or a recurring gift:*

- Access OMPC online giving (through the OMPC App, the Church Center App or online at [ompc.org/give](http://ompc.org/give)) to initiate a gift and follow the steps to set up/enter your account information.

OR

- Open the Church Center App and go to your Profile (icon in the top right corner)
  - From your Profile > Activity & Involvement > My Giving > Payment Methods and enter the information from there

- If you are setting up a recurring donation, select how often you'd like this gift to be withdrawn from your account.
  - *Note: Since OMPC has multiple fund options, you will need to set up a separate recurring donation for each fund (i.e. General Fund, Faith Promise, etc.). Once your banking information is connected, you will be able to link it to the additional funds for recurring gifts.*
- When connecting to your bank, you'll be redirected to "Stripe" via a browser site in which you'll need to sign in with your banking credentials.
- Select your bank, then follow instructions to log in to your bank account to connect it to your profile in Planning Center Giving.
  - *Note: Each bank requires slightly different verification but follow the prompts to see it through to completion.*
- If you are setting up a credit or debit card, enter your card information and you are set!

## **Recurring Donors**

If you are a recurring donor, please contact Jessica Hale (jhale@ompc.org; 205.981.4345) and she will cancel your current recurring gift in our old system. Once she has canceled your current giving schedule, you will receive an email notification that she has done so.

*Note: Your current recurring gift will not be canceled unless you initiate the cancellation through Jessica!*

As soon as your current recurring gift is canceled, take a moment to set up your new recurring giving schedule in Planning Center Giving by following the instructions above!

## **Who can help with this process?**

On Sundays, July 23, 30 and August 6, a member of our PCO Giving Transition Team (Jessica Hale, Financial Manager; Amy McGucken, Database Coordinator; Val Peterson, Communications Director) will be set up in the B/C Commons (new Missions display area down the ramp from the Sanctuary doors) during the Discipleship hour (9:30 – 10:30 am). They will be available to answer any questions you may have, assist you in the setting up of your giving and/or the downloading of the Church Center App.

If you would like help outside of those Sundays, please contact:

Jessica: jhale@ompc.org; 205.981.4345; Amy: amy@ompc.org; Val: val@ompc.org



## **What is the time frame for this transition?**

The transition from our former giving platform (Subsplash) to Planning Center Giving is an ongoing process that we hope to have fully completed by the beginning of September (Labor Day Weekend!). Please take a moment to transition your giving into our new system as soon as you're able so that we can assist you in this process throughout the next several weeks.

*Reminder: Current recurring gifts will not be canceled until a cancelation is initiated with Jessica Hale. Our goal is to have all recurring gifts transferred by September 1, 2023.*

# The Church Center App

The Church Center App serves as a great tool for connecting to OMPC for giving, viewing giving history and statements, checking in on Sunday mornings, registering for events, and accessing the church calendar!

*\* Please note that our current OMPC App (green with logo) will continue to be the "media/experiential app" for the church! Through the OMPC App, you can continue to access all media including Sunday Worship Livestream, Sermon video and audio archives, videos shown during worship, event information and links, Sunday sermon notes, Life Group questions and more!*

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## **Profile (icon in top right corner)**

- Update contact info
- View your schedule of events/activities you are registered for at OMPC
- View your giving history, recurring donations, set up/edit payment methods, view pledges (Faith Promise and General Fund), view statements (quarterly statements that have been sent from the OMPC Financial Dept. dating back to January 2021)

## Check-In

- NEW: Every Sunday morning we encourage all returning visitors and guests to sign in on the iPads as you enter the Sanctuary. This will remain a form a checking in (*especially those with children needing to print pick-up labels!*). An additional method to check in (for adults without children) is by clicking "Check-in" on the Church Center App! On Sunday mornings, you can now open the Church Center App, select Check-in and follow the prompts to check in members of your household attending worship and discipleship.
  - *Parents with kids:* Please continue to check in yourself and your household at the Oak Kids check-in stations near the Gym or Nursery or at the Sanctuary iPads with the printers. Be sure your kids' label(s) print at check in!

## Give

- Once you have your banking/credit or debit card information connected in Planning Center Giving, this is a quick and easy way to give to OMPC!
  - You can add your banking/credit or debit card info when you initiate your first gift to OMPC through this link as well.
- *Reminder: your giving history, statements and pledges can be found under your Profile within the Church Center App.*

## Sign ups

- All active event sign ups can be found under this tab. Since this is not our primary "experiential app" (the green icon OMPC App), this will be basic info with links to register (and pay, when applicable) for events.

## Calendar

- OMPC is now using Planning Center Calendar for all outward facing events. You will be able to view all church events and activities through this tab. By clicking on an event, you can see the date, time, location and any relevant registration links.
  - This same calendar will be accessible through the OMPC App and at [ompc.org/calendar](http://ompc.org/calendar).

## Questions on the Church Center App?

Contact Database Coordinator, Amy McGucken ([amy@ompc.org](mailto:amy@ompc.org)) or Communications Director, Val Peterson ([val@ompc.org](mailto:val@ompc.org)).