

St. Alphonsus Helping Thy Neighbor (HTN) Ministry

Procedures for Non-Check Contributions

1. Credit Card or Bank Account Contributions

- a. Go to St. Alphonsus' Parish Website: <https://stalphonsusparish.org>
 - b. Scroll down slightly and click on the "Parish Giving" block and you will be taken to the Parish Giving website
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- c. If you currently use Parish Giving, you can log-in using your credentials. If not, choose "Give As Guest"
 - d. Under "Select Category", select "Parish Collections" and select "Helping The Needy"
 - e. Choose the amount, proceed to enter your payment information (either bank account or credit card), and continue until the payment is acknowledged

2. Designating United Way Contributions to HTN

- a. Follow your Company's normal United Way sign-up process
- b. In the area that allows you to designate all or a portion of your contribution to a specific United Way charity, enter St. Alphonsus HTN Ministry, code 8577
- c. In the Special Notes section, you must input **St. Alphonsus HTN Ministry**
- d. Submit as per your Company's standard procedures

3. Company Matching Gift Contributions

- a. Most companies that match charitable gifts have a process that requires the name and address of the charity and the Federal Employer Identification Number (EIN). To designate HTN to receive a matching gift, use the following:

St. Alphonsus Parish HTN Ministry
33 Conwell Dr
Maple Glen, PA 19002
215-646-4600
Federal EIN: 23-1632658

For questions please send an email to HTNMinistry@gmail.com