


Author: Joel Kristenson
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Overview

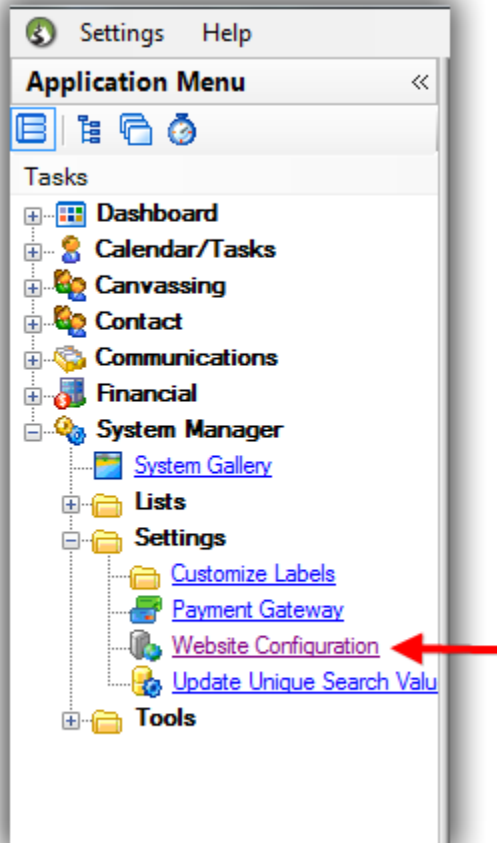
This article shows how to customize which **recurring donation** options display on your *online* donation form. This is ***only*** for those customers who are using [Authorize.Net](#) or [Vanco Services](#) as their merchant services provider which as the time this article was written are the two that fully support the recurring donation options with **Trail Blazer**.

 **Tip:** Getting your contributors to sign-up for a recurring gift is extremely beneficial when it comes to forecasting your budget so that you have an idea of how much money you can expect to bring in. It can also be useful to [track a pledge](#) along with a recurring gift especially if it's a physical contribution that will be mailed to you vs an online transaction.

Steps

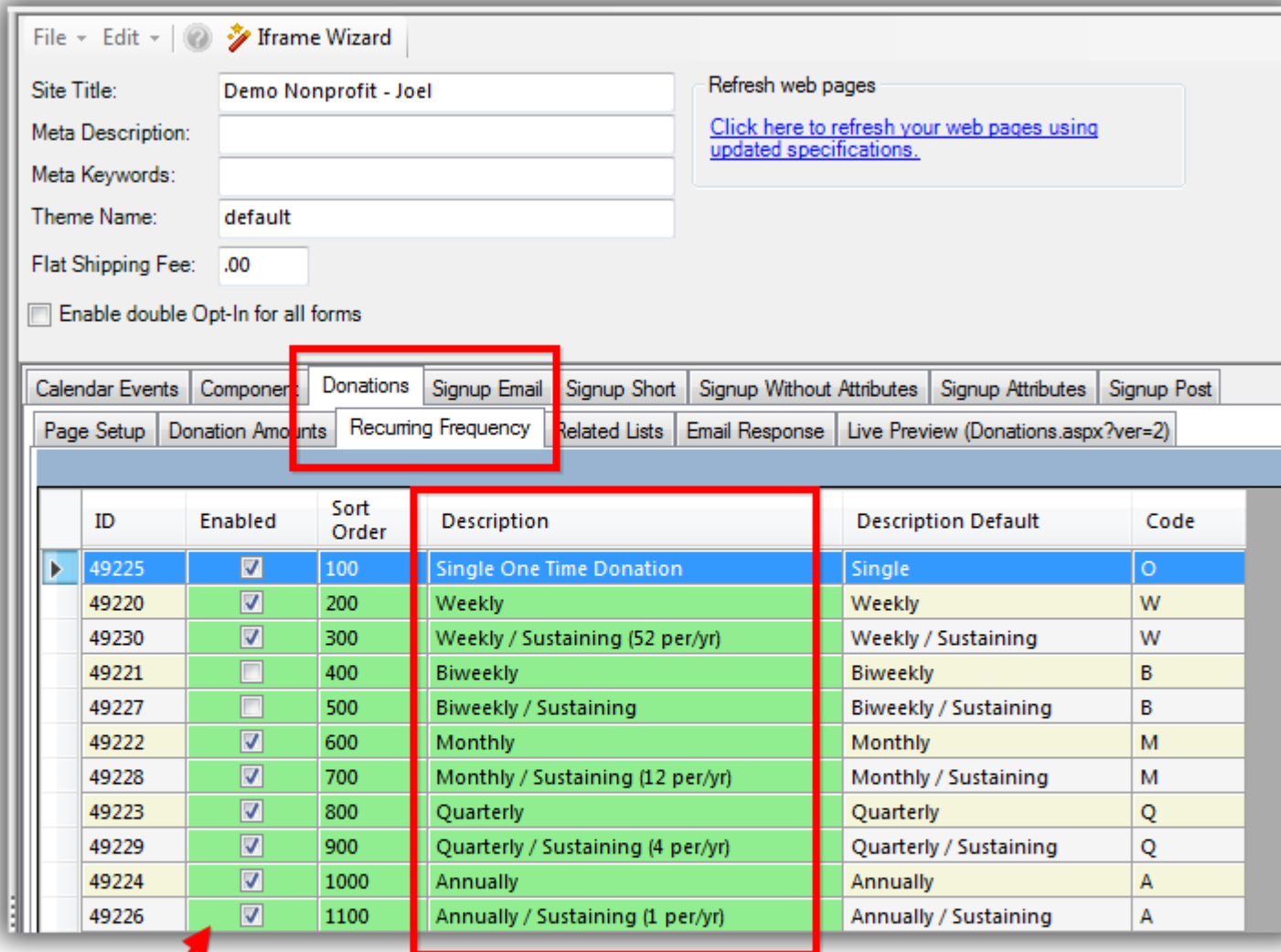
Important: These steps require you have the appropriate [security clearance](#).

Navigate to **Website Configuration** by following **Application Menu > System Manager > Settings > Website Configuration**.



Navigate to **Donations > Recurring Frequency**. From here you can check the boxes for which options you want to **enable**, you can change the **sort order**, and create custom **descriptions**. *My example configurations are below, everything in **green** can be overwritten within the grid view.*

How to Configure *Recurring* Donation Options for your Trail Blazer Donation Form (must be using either Vanco Services or Authorize.Net)



The screenshot shows the 'Iframe Wizard' configuration page for a 'Demo Nonprofit - Joel'. The 'Recurring Frequency' tab is selected, and a table of donation options is displayed. A red box highlights the 'Recurring Frequency' tab and the table. Another red box highlights the 'Description' column of the table. Red arrows point to the 'Enabled' checkboxes and the 'Description' cells.

ID	Enabled	Sort Order	Description	Description Default	Code
49225	<input checked="" type="checkbox"/>	100	Single One Time Donation	Single	O
49220	<input checked="" type="checkbox"/>	200	Weekly	Weekly	W
49230	<input checked="" type="checkbox"/>	300	Weekly / Sustaining (52 per/yr)	Weekly / Sustaining	W
49221	<input type="checkbox"/>	400	Biweekly	Biweekly	B
49227	<input type="checkbox"/>	500	Biweekly / Sustaining	Biweekly / Sustaining	B
49222	<input checked="" type="checkbox"/>	600	Monthly	Monthly	M
49228	<input checked="" type="checkbox"/>	700	Monthly / Sustaining (12 per/yr)	Monthly / Sustaining	M
49223	<input checked="" type="checkbox"/>	800	Quarterly	Quarterly	Q
49229	<input checked="" type="checkbox"/>	900	Quarterly / Sustaining (4 per/yr)	Quarterly / Sustaining	Q
49224	<input checked="" type="checkbox"/>	1000	Annually	Annually	A
49226	<input checked="" type="checkbox"/>	1100	Annually / Sustaining (1 per/yr)	Annually / Sustaining	A


Check the boxes for which ones you want to 'enable'.

KNOWLEDGE BASE www.trailblz.com/kb

Customize the descriptions (you can double-click any cell that is green to

After making your changes click **[Save]** and then click the **blue** link in the upper-right to **refresh** your website settings.

How to Configure *Recurring* Donation Options for your Trail Blazer Donation Form (must be using either Vanco Services or Authorize.Net)

File Edit  Iframe Wizard

Site Title: Refresh web pages **2**
[Click here to refresh your web pages using updated specifications.](#)

Meta Description:

Meta Keywords:

Theme Name:

Flat Shipping Fee:

Enable double Opt-In for all forms

Calendar Events Component Donations Signup Email Signup Short Signup Without Attributes Signup Attributes Signup Post

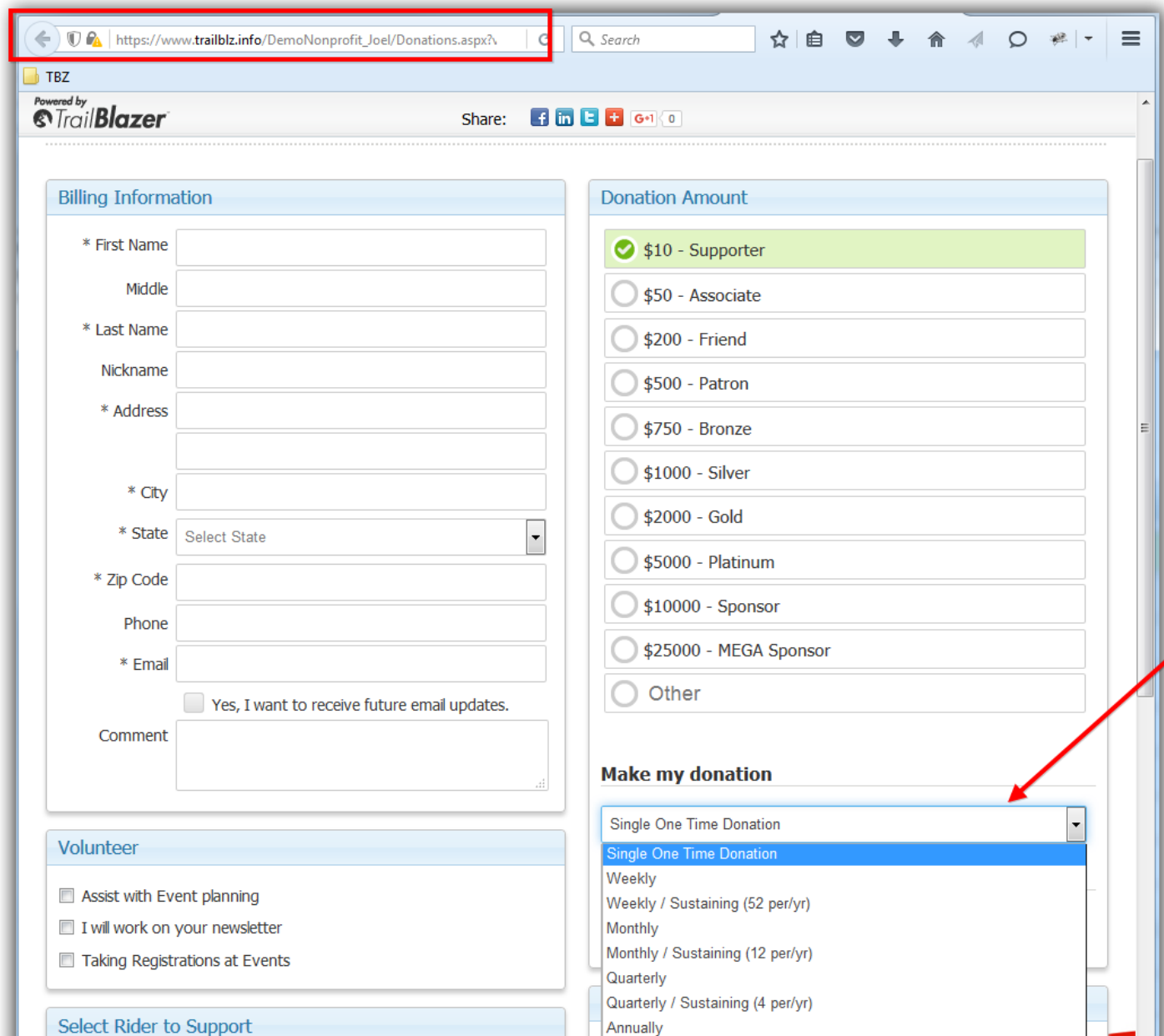
Page Setup Donation Amounts Recurring Frequency Related Lists Email Response Live Preview (Donations.aspx?ver=2)

ID	Enabled	Sort Order	Description	Description Default	Code
49225	<input checked="" type="checkbox"/>	100	Single One Time Donation	Single	O
49220	<input checked="" type="checkbox"/>	200	Weekly	Weekly	W
49230	<input checked="" type="checkbox"/>	300	Weekly / Sustaining (52 per/yr)	Weekly / Sustaining	W
49221	<input type="checkbox"/>	400	Biweekly	Biweekly	B
49227	<input type="checkbox"/>	500	Biweekly / Sustaining	Biweekly / Sustaining	B
49222	<input checked="" type="checkbox"/>	600	Monthly	Monthly	M
49228	<input checked="" type="checkbox"/>	700	Monthly / Sustaining (12 per/yr)	Monthly / Sustaining	M
49223	<input checked="" type="checkbox"/>	800	Quarterly	Quarterly	Q
49229	<input checked="" type="checkbox"/>	900	Quarterly / Sustaining (4 per/yr)	Quarterly / Sustaining	Q
49224	<input checked="" type="checkbox"/>	1000	Annually	Annually	A
49226	<input checked="" type="checkbox"/>	1100	Annually / Sustaining (1 per/yr)	Annually / Sustaining	A

Navigate to the **Live Preview** sub-tab to see what your form current looks like OR you can view it at (www.trailblz.info/YourDatabaseName/Donations.aspx). *My example is below (viewed on a separate web browser).*

How to Configure *Recurring* Donation Options for your Trail Blazer Donation Form (must be using either Vanco Services or Authorize.Net)

To view your donation form you can navigate to (www.trailblz.info/YourDatabaseName/Donations.aspx).



https://www.trailblz.info/DemoNonprofit_Joel/Donations.aspx?

Powered by TrailBlazer

Share: [Facebook] [LinkedIn] [Twitter] [Google+] 0

Billing Information

* First Name
Middle
* Last Name
Nickname
* Address
* City
* State
* Zip Code
Phone
* Email
 Yes, I want to receive future email updates.
Comment

Donation Amount

\$10 - Supporter
 \$50 - Associate
 \$200 - Friend
 \$500 - Patron
 \$750 - Bronze
 \$1000 - Silver
 \$2000 - Gold
 \$5000 - Platinum
 \$10000 - Sponsor
 \$25000 - MEGA Sponsor
 Other

Make my donation

Single One Time Donation
Single One Time Donation
Weekly
Weekly / Sustaining (52 per/yr)
Monthly
Monthly / Sustaining (12 per/yr)
Quarterly
Quarterly / Sustaining (4 per/yr)
Annually

Volunteer

Assist with Event planning
 I will work on your newsletter
 Taking Registrations at Events

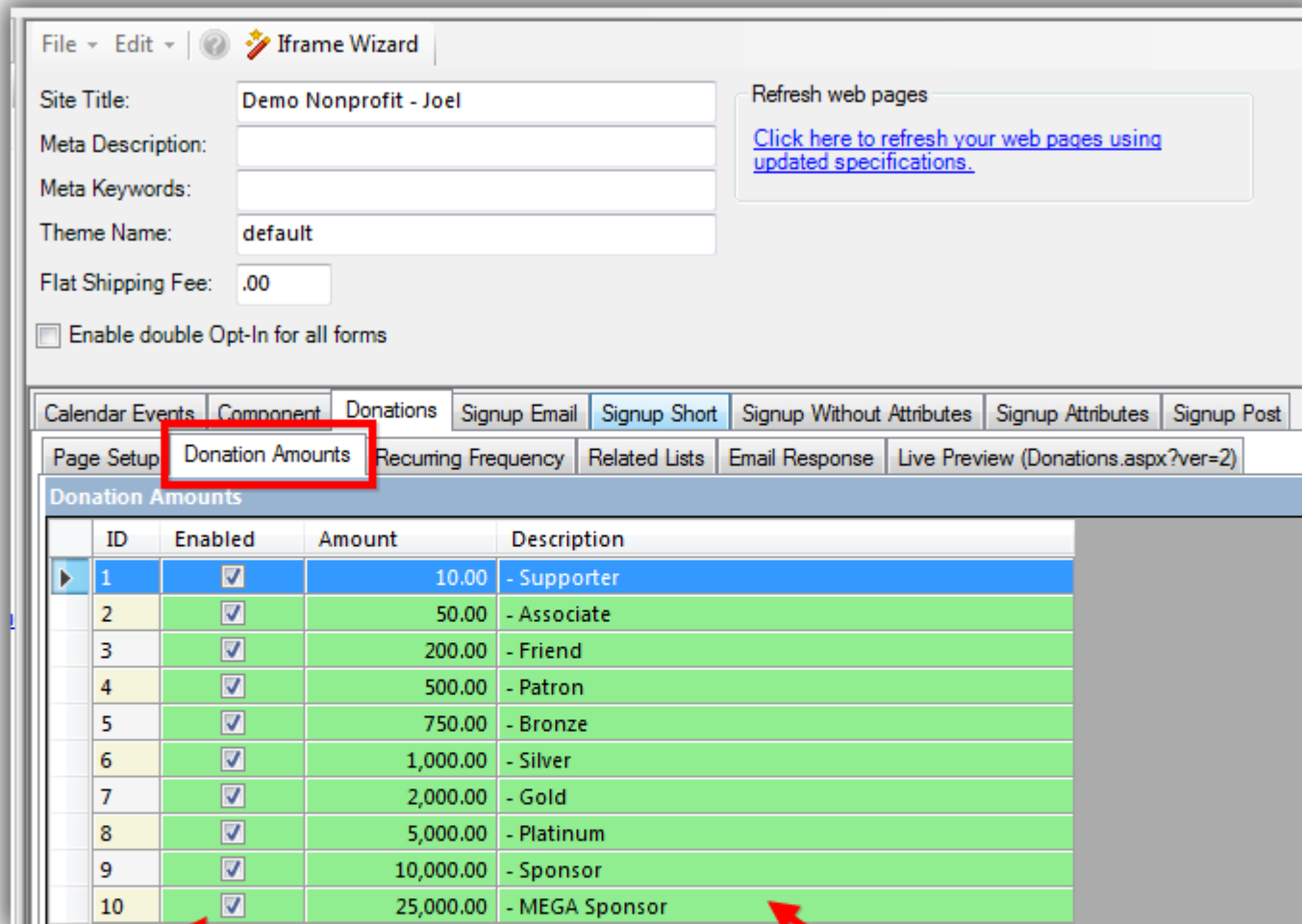
Select Rider to Support

New recurring options.

If you want to make any other changes to your donation form such as what **amounts** to display you can make many other changes under the **Donation Amounts**, and **Page Setup** tabs (*shown in the two images below with details*):

Donation Amounts

How to Configure *Recurring* Donation Options for your Trail Blazer Donation Form (must be using either Vanco Services or Authorize.Net)



File Edit ? Iframe Wizard

Site Title: Demo Nonprofit - Joel

Meta Description:

Meta Keywords:

Theme Name: default

Flat Shipping Fee: .00

Enable double Opt-In for all forms

Refresh web pages

[Click here to refresh your web pages using updated specifications.](#)

Calendar Events Component Donations Signup Email Signup Short Signup Without Attributes Signup Attributes Signup Post

Page Setup **Donation Amounts** Recurring Frequency Related Lists Email Response Live Preview (Donations.aspx?ver=2)

Donation Amounts

ID	Enabled	Amount	Description
1	<input checked="" type="checkbox"/>	10.00	- Supporter
2	<input checked="" type="checkbox"/>	50.00	- Associate
3	<input checked="" type="checkbox"/>	200.00	- Friend
4	<input checked="" type="checkbox"/>	500.00	- Patron
5	<input checked="" type="checkbox"/>	750.00	- Bronze
6	<input checked="" type="checkbox"/>	1,000.00	- Silver
7	<input checked="" type="checkbox"/>	2,000.00	- Gold
8	<input checked="" type="checkbox"/>	5,000.00	- Platinum
9	<input checked="" type="checkbox"/>	10,000.00	- Sponsor
10	<input checked="" type="checkbox"/>	25,000.00	- MEGA Sponsor

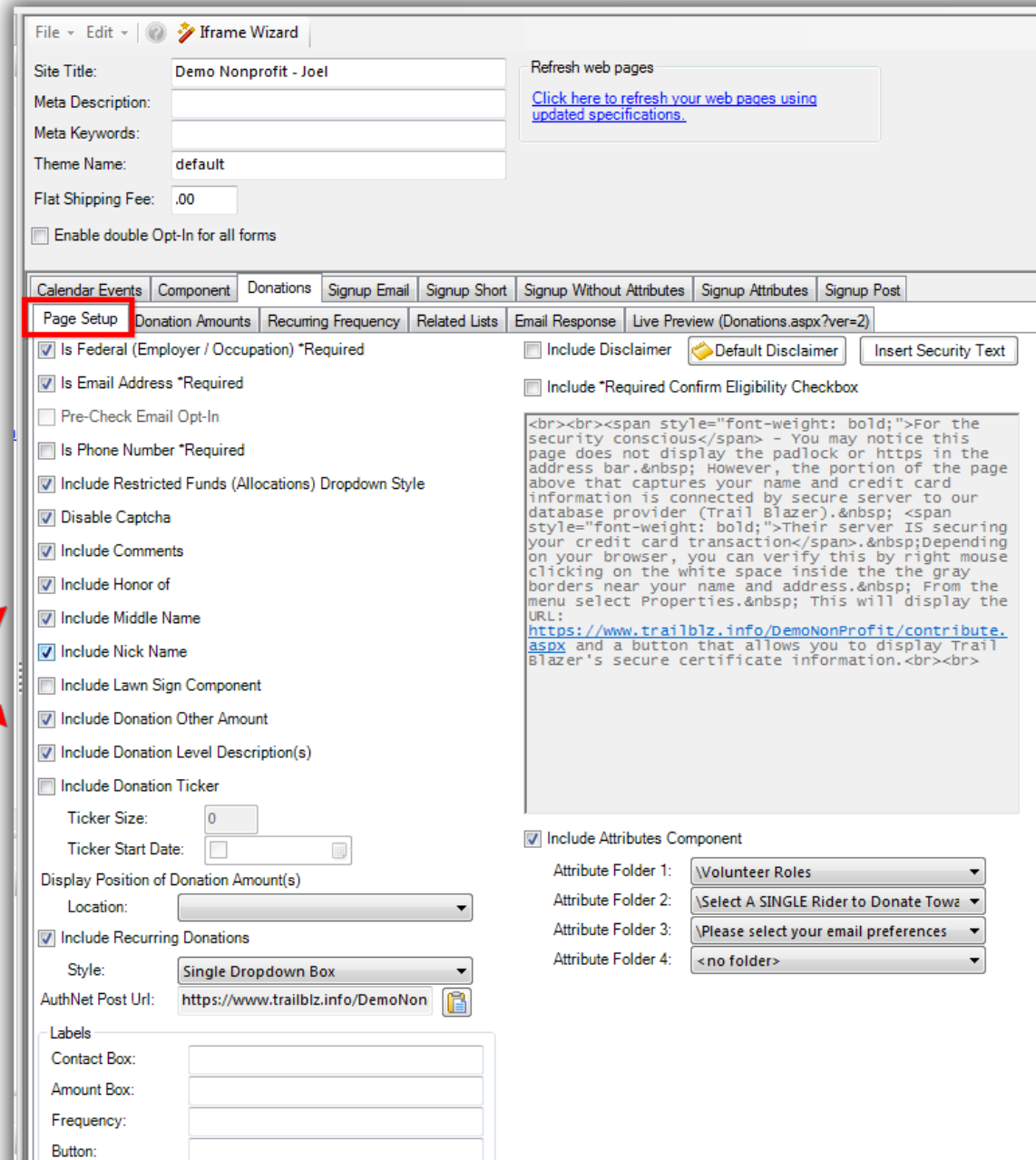
Show which donation amounts display online.

Change the amounts.

Customize the descriptions that display next to the

Page Setup

How to Configure *Recurring* Donation Options for your Trail Blazer Donation Form (must be using either Vanco Services or Authorize.Net)




File Edit IFrame Wizard

Site Title: Demo Nonprofit - Joel Refresh web pages
Meta Description: [Click here to refresh your web pages using updated specifications.](#)
Meta Keywords:
Theme Name: default
Flat Shipping Fee: .00
 Enable double Opt-In for all forms

Calendar Events Component Donations Signup Email Signup Short Signup Without Attributes Signup Attributes Signup Post

Page Setup Donation Amounts Recurring Frequency Related Lists Email Response Live Preview (Donations.aspx?ver=2)

Is Federal (Employer / Occupation) *Required Include Disclaimer
 Is Email Address *Required Include *Required Confirm Eligibility Checkbox
 Pre-Check Email Opt-In
 Is Phone Number *Required
 Include Restricted Funds (Allocations) Dropdown Style
 Disable Captcha
 Include Comments
 Include Honor of
 Include Middle Name
 Include Nick Name
 Include Lawn Sign Component
 Include Donation Other Amount
 Include Donation Level Description(s)
 Include Donation Ticker
Ticker Size: 0
Ticker Start Date:
Display Position of Donation Amount(s)
Location:
 Include Recurring Donations
Style: Single Dropdown Box
AuthNet Post Url: <https://www.trailblz.info/DemoNon> 
Labels
Contact Box:
Amount Box:
Frequency:
Button:

Include Disclaimers
 Include *Required Confirm Eligibility Checkbox

`

For the security conscious - You may notice this page does not display the padlock or https in the address bar. However, the portion of the page above that captures your name and credit card information is connected by secure server to our database provider (Trail Blazer). Their server IS securing your credit card transaction. Depending on your browser, you can verify this by right mouse clicking on the white space inside the the gray borders near your name and address. From the menu select Properties. This will display the URL:
https://www.trailblz.info/DemoNonProfit/contribute.aspx and a button that allows you to display Trail Blazer's secure certificate information.

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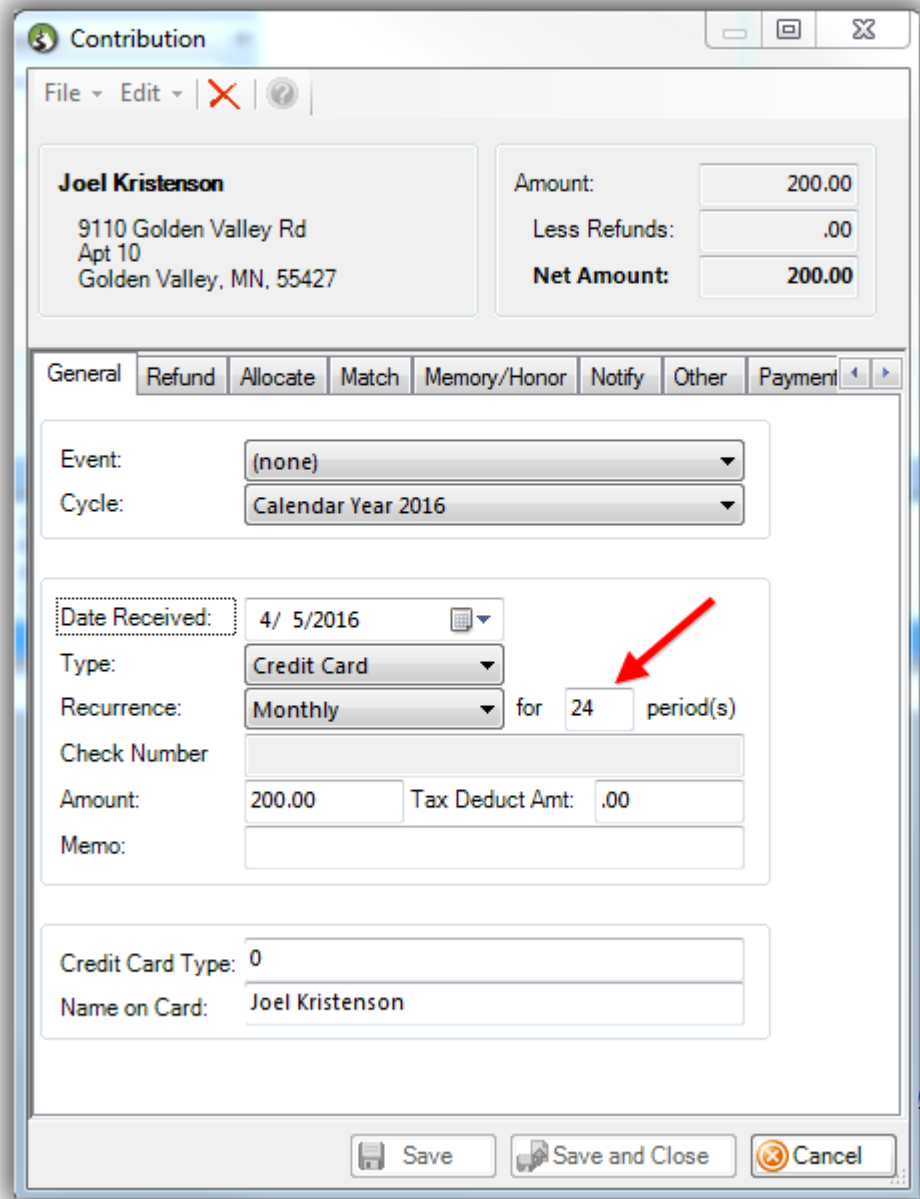
Include Attributes Component
Attribute Folder 1: Volunteer Roles
Attribute Folder 2: Select A SINGLE Rider to Donate Tow
Attribute Folder 3: Please select your email preferences
Attribute Folder 4: <no folder>

Customize many different options for your donation form under the 'Page Setup' tab.



When someone processes a recurring contribution the details will show within the contribution record, here's my example for a monthly contribution for 24 months:

Example of a recurring contribution record.



The screenshot shows a 'Contribution' window with the following details:

- Donor:** Joel Kristenson, 9110 Golden Valley Rd, Apt 10, Golden Valley, MN, 55427
- Amount:** 200.00
- Less Refunds:** .00
- Net Amount:** 200.00

The 'General' tab is selected, showing the following configuration:

- Event:** (none)
- Cycle:** Calendar Year 2016
- Date Received:** 4/ 5/2016
- Type:** Credit Card
- Recurrence:** Monthly for 24 period(s) (indicated by a red arrow)
- Check Number:** (empty)
- Amount:** 200.00
- Tax Deduct Amt:** .00
- Memo:** (empty)
- Credit Card Type:** 0
- Name on Card:** Joel Kristenson

Buttons at the bottom: Save, Save and Close, Cancel.

Read through the **related resources** below to learn about other customizable options you have with your online donation form.



Trail Blazer™

- YouTube Channel
- Knowledge Base Articles
- 3rd Party Resources

Related Resources

Website Link: [List of Trail Blazer Merchant Gateway Options](#)

Website Link: [Gateway Cost Comparison](#)

Article: [Configure Website](#)

Article: [How to Enable ACH \(E-Check\) Payments with the Vanco Merchant Gateway on Trail Blazer's Donation Form](#)

Article: [How to Verify Authorize.Net Recurring Donations \(ARB\) Transactions are Configured Correctly with your Trail Blazer Database](#)

Article: [How to Setup and Activate your Authorize.Net Account with your Trail Blazer Database for Online Payments and for Recurring Transactions](#)

Article: [Custom Donation Amounts for Non Primary Donation Pages](#)

Article: [Website Email Notification](#)

Article: [Custom javascript donation thank you page with url ?da=example](#)

Article: [Linking your Website to your Database with Configurable iFrame Forms](#)

Article: [Configure Website – Legacy Article](#)

Video: [Iframes](#)

Video: [Contributions Online – Change Default \\$ Donation Amount](#)

Video: [Donation Auto Responders with Merge Fields](#)

Video: [Attributes – Add To Donation Page](#)

Trail Blazer Live Support

📞 **Phone:** 1-866-909-8700

✉️ **Email:** support@trailblz.com

📘 **Facebook:** <https://www.facebook.com/pages/Trail-Blazer-Software/64872951180>

🐦 **Twitter:** <https://twitter.com/trailblazersoft>

** As a policy we require that you have taken our intro training class before calling or emailing our live support team.*

[Click here](#) to view our calendar for upcoming classes and events. Feel free to sign up other members on your team for the same training.

** After registering you'll receive a confirmation email with the instructions for how to log into the [GoToMeeting](#) session where we host our live interactive trainings.*

** This service is included in your contract.*