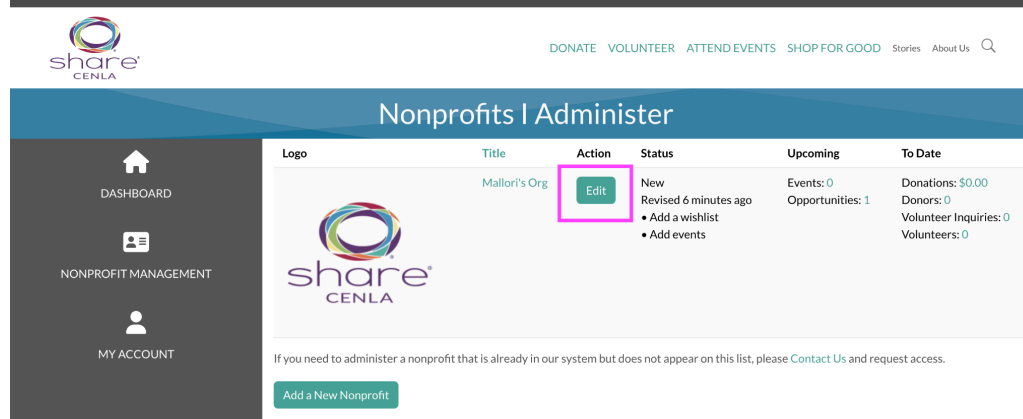
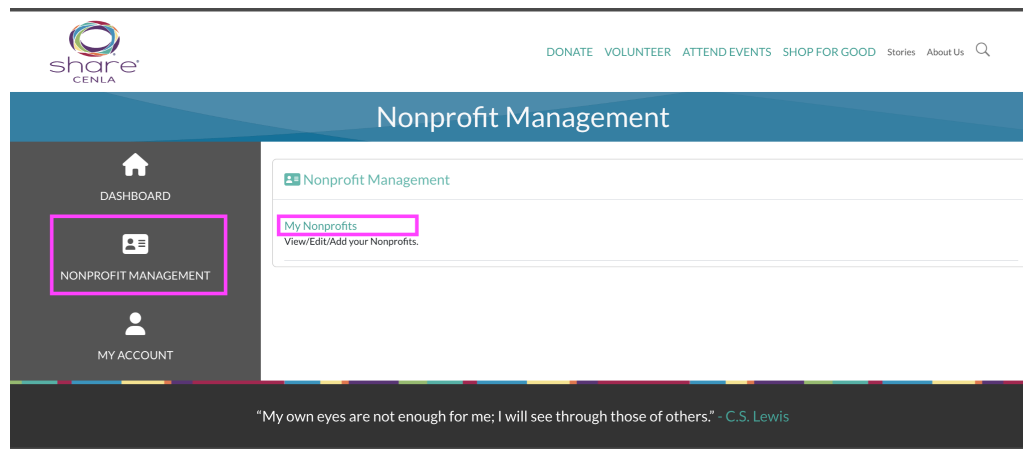


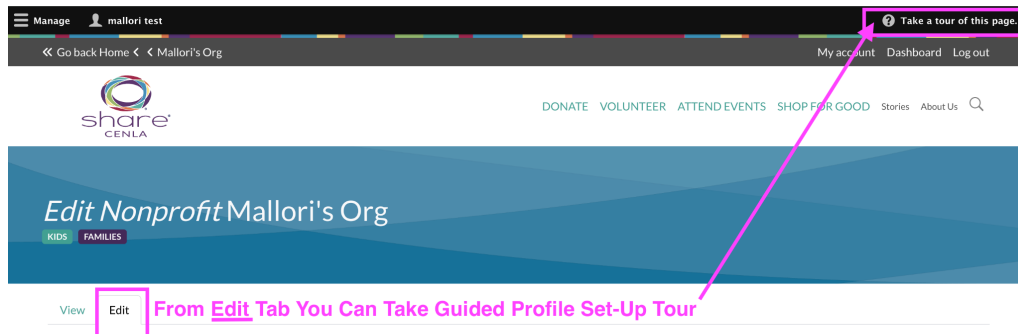
Instructions for Logging into your Nonprofit Profile Owner Account:

→ Instructions are also available via [video tutorial here!](#) ←

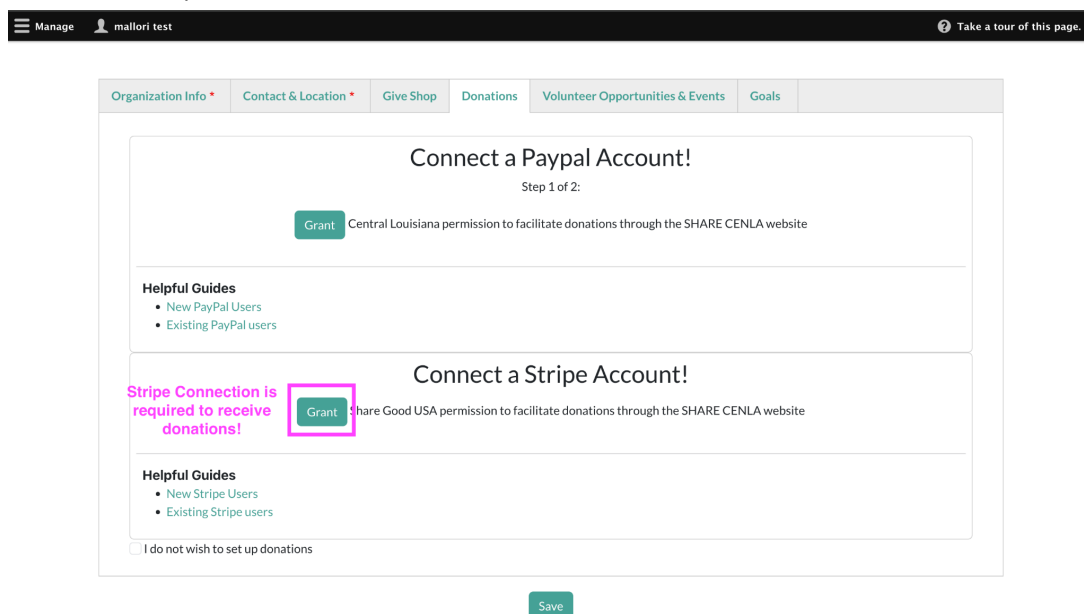
- Click the verify account link in the email and save a new, secure password for logging into your nonprofit profile dashboard.
- Following this account verification, please proceed with completing the setup of your SHARE CENLA profile.
- When logged into your SHARE CENLA backend account dashboard, visit “Nonprofit Management” -> “My Nonprofits” here:
<https://sharecenla.org/dashboard/nonprofit-management/nonprofits> and click the “Edit” button next to your nonprofit profile to finish updating your profile (screenshots below).



- Once you are logged in and on the “Edit” tab of your nonprofit profile, use the nonprofit How-to Articles below or click the “Take a tour of this page” in the top right menu of your dashboard to complete your profile information. (screenshot below)



- 5. Then, onboard Stripe on your Donations tab by clicking the “Grant” button next to “Connect a Stripe Account.” Only Owners of profiles can add/edit the Donations tab information of nonprofit profiles for control purposes. (Screenshot below)



If you have additional users you'd like to add to update/edit your profile, email: cenlacf@clcf.net to administer nonprofit profile administrators to your profile.

How-to Articles for Nonprofit Profiles:

- [How to Create a New Nonprofit Profile](#) **Note: Your SHARE CENLA profile has been started for you via preliminary data migration. Please see the instructions above to gain access before completing the remaining setup of your profile.*
- [Adding *STRIPE* Donation Payment Method to a SHARE Community Nonprofit Profile](#) **SHARE CENLA uses Stripe as the primary donation method for payment processing. Please have the logged-in Owner of the account select the “Grant” button next to Stripe on your “Donations” tab of your nonprofit profile to onboard. You may also set up PayPal as a backup payment processor, if desired.*
- [Adding Events & Volunteer Opportunities to Nonprofit Profiles](#)
- [Adding Donation and/or Volunteer Goals to Nonprofit Profiles](#)
- [How to Pull Nonprofit Donation & Volunteer Reports and Manage Upcoming Volunteer & Event Opportunities](#)
- [Volunteer Time Tracking + Reporting for Neighbors & Nonprofit Administrators](#)
- [Nonprofit Administrator Account Password Reset Instructions](#)