



# JotForm Matching Gift Integration with Double the Donation

Instructions Provided by Double the Donation's Team

<https://doublethedonation.com>

support@doublethedonation.com

# About JotForm and Double the Donation

**JotForm's** (<https://jotform.com>) form builder helps nonprofits create & publish online forms anywhere, anytime without writing a single line of code. Jotform integrates with a number of payment tools (ex. Paypal & Stripe) making it one of the easiest ways for nonprofits to create personalized donation forms.

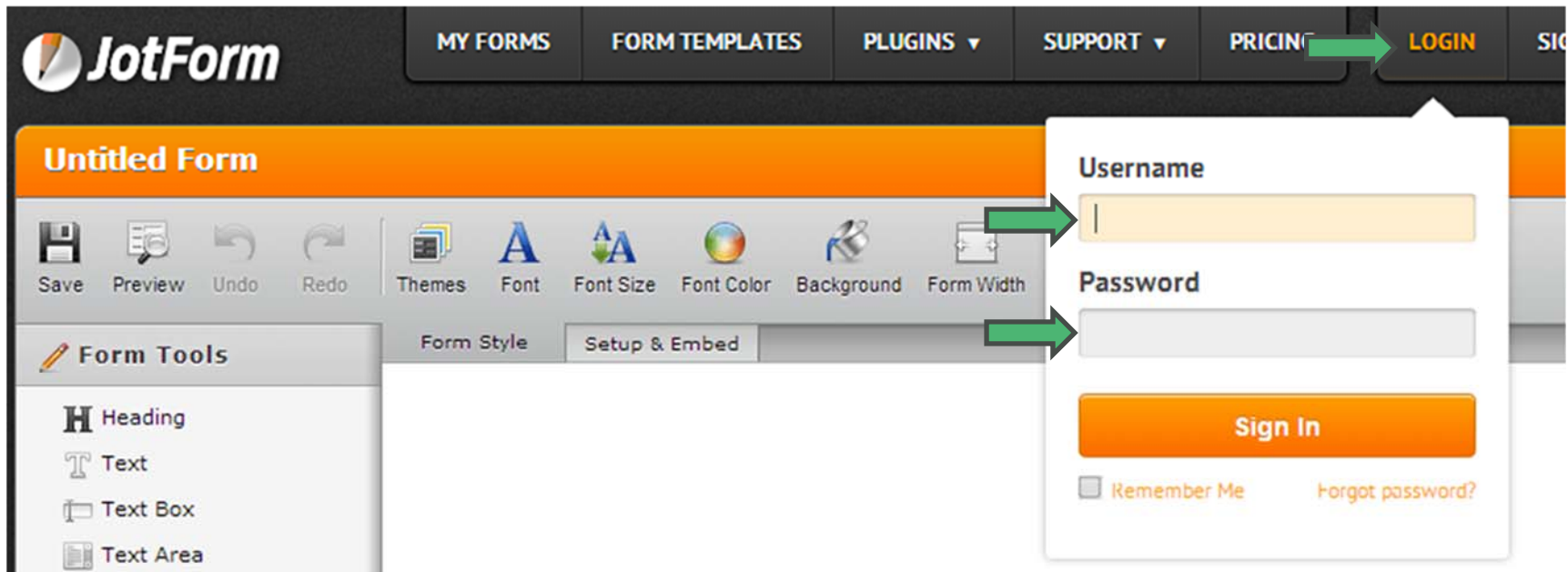
**Double the Donation** (<https://doublethedonation.com>) is a leading provider of employee matching gift data and tools to nonprofits.

This guide was put together to help nonprofit organizations who use Jotform donation forms incorporate Double the Donation's employee matching gift plugin into their fundraising pages.

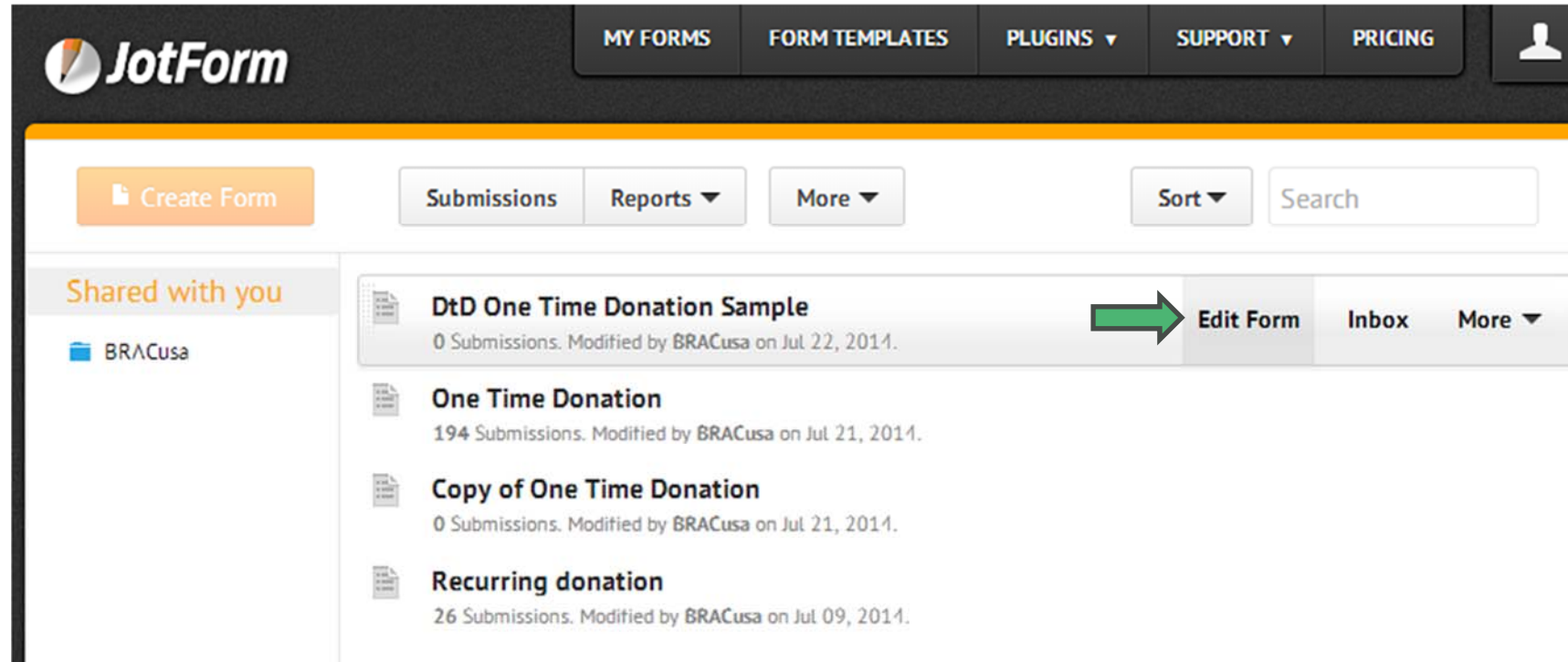
**Requirements for this guide:** Your organization must use Jotform and be a customer of Double the Donation.



# Step #1 – Log in to JotForm

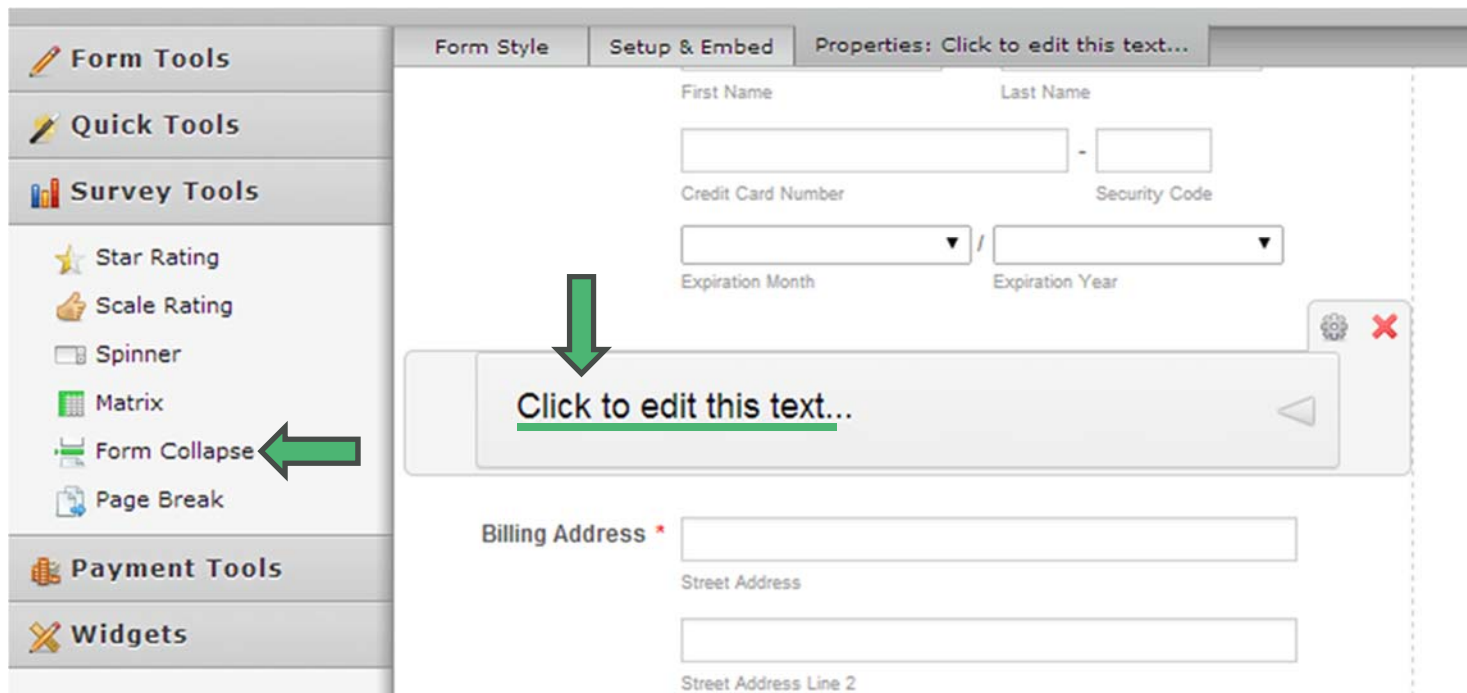


## Step #2: Choose the appropriate JotForm where you want to add Double the Donation's plugin and click "Edit Form"

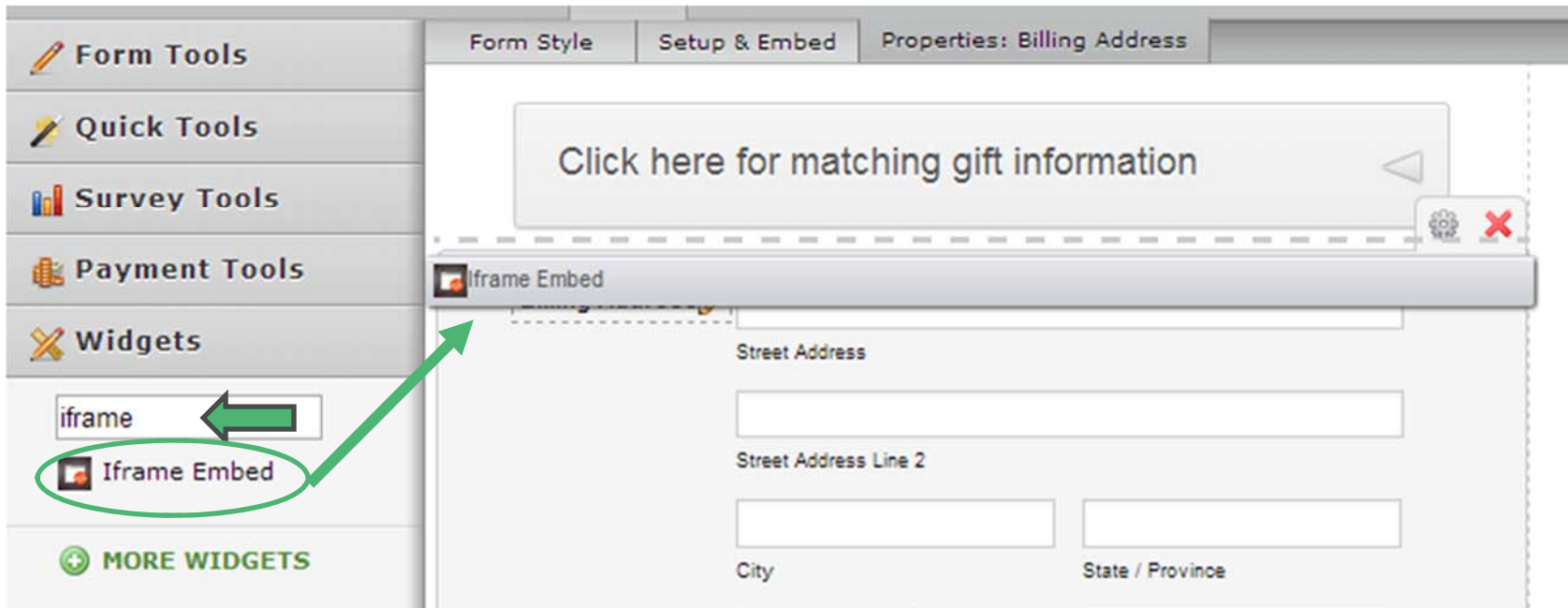


The screenshot shows the JotForm dashboard interface. At the top, there is a navigation bar with the JotForm logo and menu items: MY FORMS, FORM TEMPLATES, PLUGINS, SUPPORT, and PRICING. Below the navigation bar, there is a secondary bar with a 'Create Form' button, 'Submissions', 'Reports', 'More', 'Sort', and 'Search' options. The main content area is titled 'Shared with you' and lists forms shared by 'BRACusa'. The first form is 'DtD One Time Donation Sample' with 0 submissions, modified on Jul 22, 2014. A green arrow points to the 'Edit Form' button for this form. Other forms listed include 'One Time Donation' (194 submissions, modified Jul 21, 2014), 'Copy of One Time Donation' (0 submissions, modified Jul 21, 2014), and 'Recurring donation' (26 submissions, modified Jul 09, 2014).

**Step #3: Add an expandable section of the form by dragging a “Form Collapse” element (found under “Survey Tools” on the left side) to the desired location on your form. Rename the field (ex. “Click here for matching gift information”).**



**Step #4: Add an iframe by searching for “iframe” under the widgets section. Drag the “Iframe Embed” element under the matching gift collapsible element.**



**Step #5: Configure the Iframe Embed Settings by adding the Iframe URL provided by Double the Donation, a height, and a width.**

Iframe Embed Settings

**Iframe Embed**  
Embed an iframe into a form widget

Url

Height

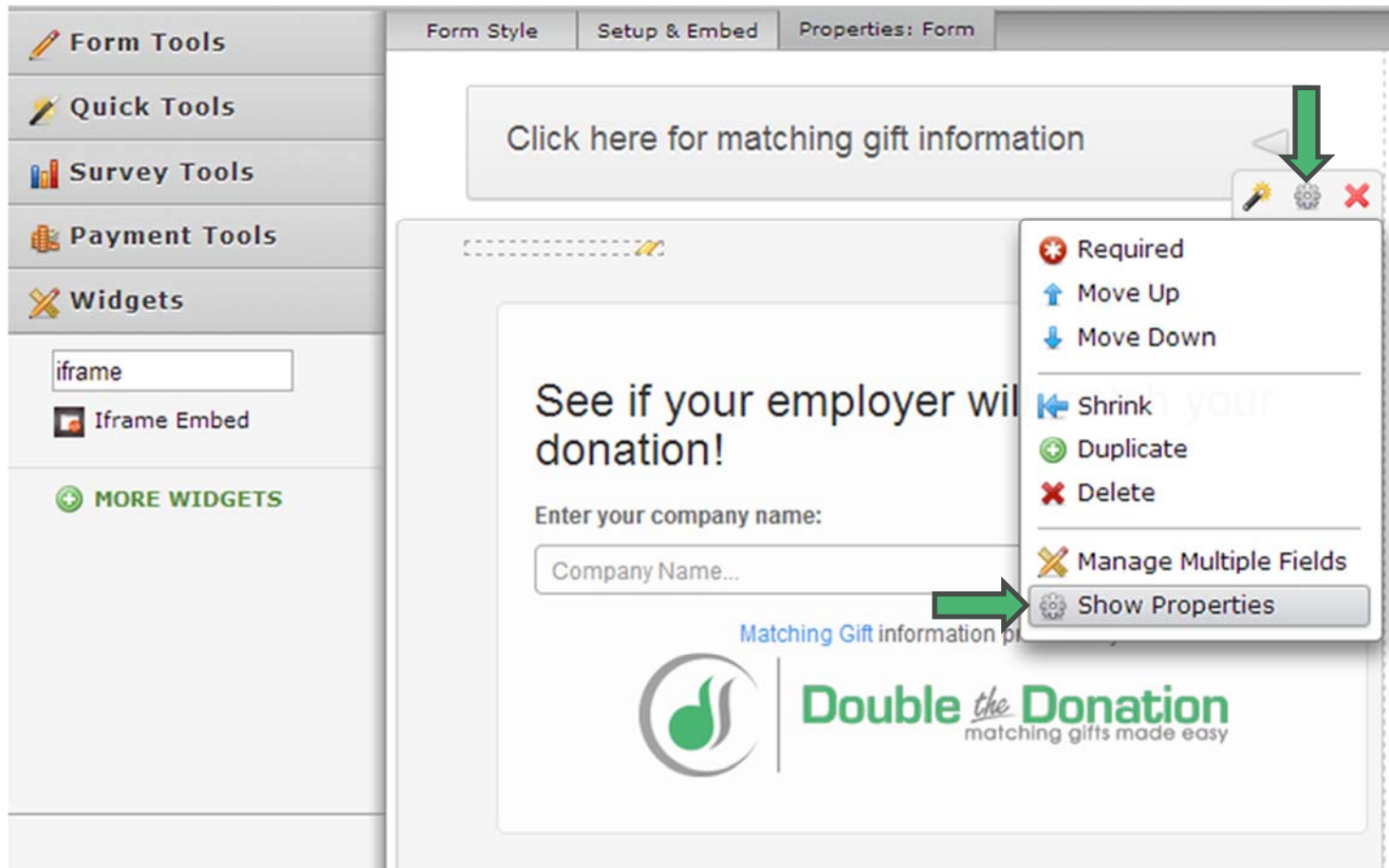
Width

Back Finish

**Suggested Text to Enter**

**URL:** Use Your Double the Donation Matching Gift Iframe URL  
**Height:** 350 (though you can adjust it based on your form's height)  
**Width:** 475 (though you can adjust it based on your form's width)

**Step #6: Make a few additional formatting changes by clicking on the gear in the upper right corner of the element then clicking "Show Properties"**



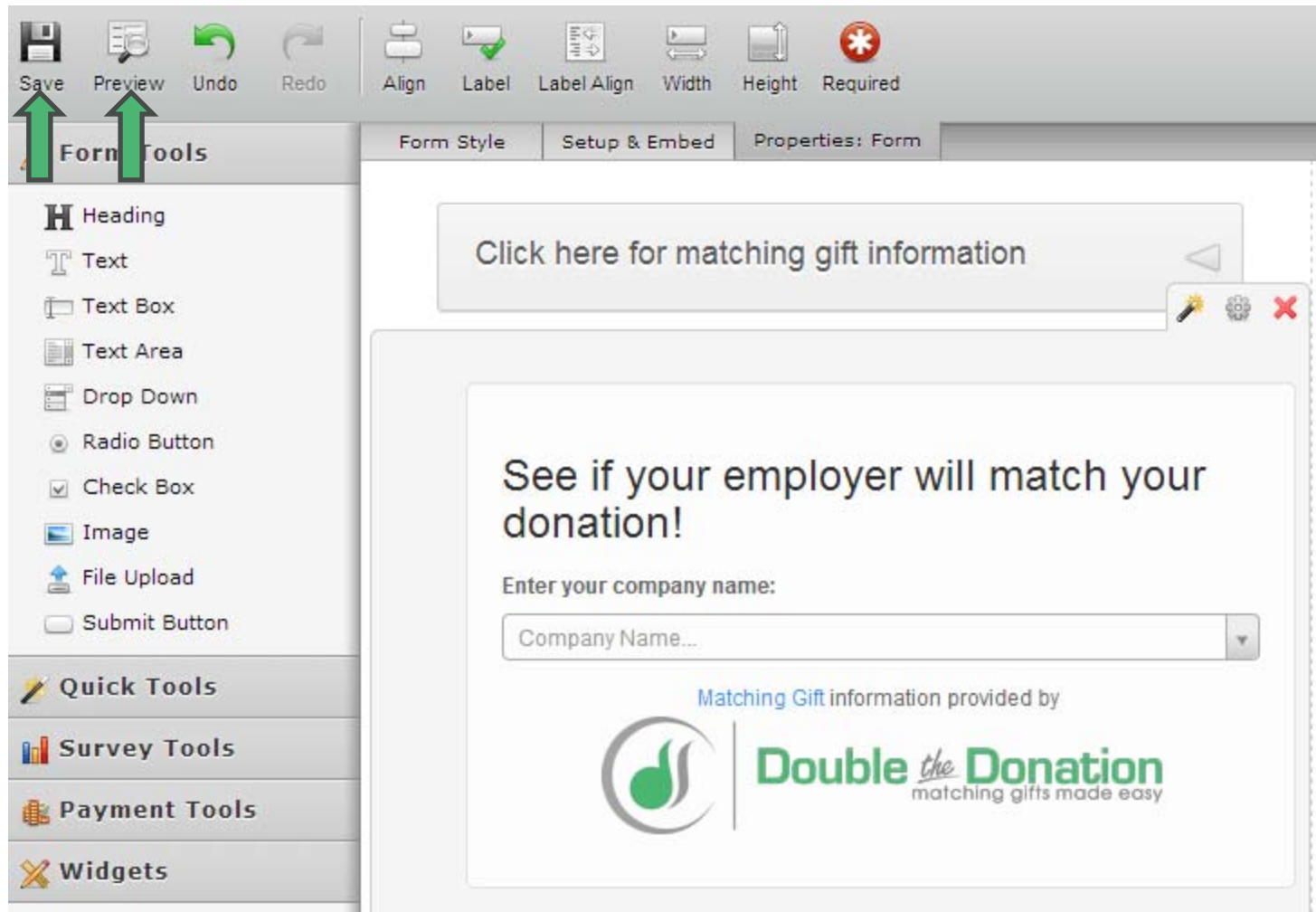


# Step #7: Disable the Label and then click “Close Settings”

The screenshot shows the 'Properties' dialog box in JotForm, specifically the 'General Settings' tab. The 'Label' dropdown menu is open, showing 'Enable', 'Disable', and 'Enable' options. A green arrow points to the 'Disable' option. At the bottom of the dialog, a green arrow points to the 'Close Settings' button. A tip at the bottom of the dialog reads: 'Tip: Did you know that some of these properties can also be changed from the toolbar?' The dialog box contains the following settings:

Widget Type	field
Align	Left
Text	Click to edit
Label	Enable
Label Align	Enable
Widget Name	Iframe Embed
Setting Names	url,height,width
Width	50
Height	100
Required	No
Widget Id	5295629cba137d764f000004
Url	https://doublethedonation.com/api/iframe/?vg=false
Height	475
Width	350

# Step #8: Double the Donation's matching gift plugin should be up and running. Either click "Preview" or "Save"

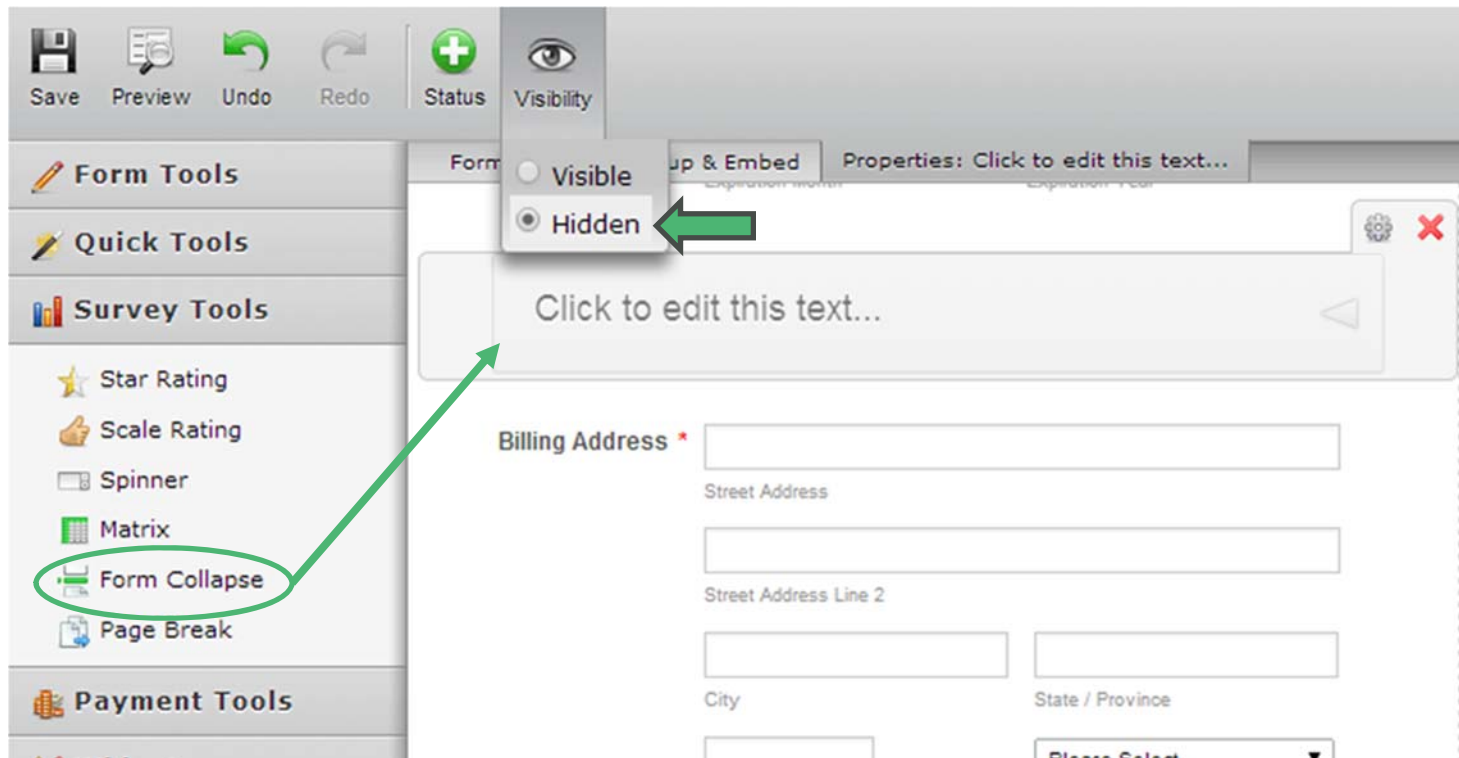




# TROUBLESHOOTING AND COMMON QUESTIONS



**Question: Additional fields after the matching gift plugin are being included in the collapsible area. How do I prevent that?**



Add an additional “Form Collapse” element after the matching gift plugin and before other fields. Then click on the new “Form Collapse” element and change it’s “Visibility” to “Hidden”.

# Have Questions About Double the Donation or JotForm?

## Double the Donation:

- Learn more about Double the Donation's service by visiting our website at <https://doublethedonation.com>.
- View Double the Donation's pricing or start your risk-free trial at <https://doublethedonation.com/pricing>.
- Email Double the Donation at [info@doublethedonation.com](mailto:info@doublethedonation.com).
- Use the contact form for Double the Donation's customer support team at <https://doublethedonation.com/contact-us/>.
- Schedule a demo of Double the Donation's service at [http://www.vcita.com/v/doublethedonation/set\\_meeting](http://www.vcita.com/v/doublethedonation/set_meeting).

## Jotform:

- Learn more about JotForm at <http://jotform.com>
- Visit JotForm's FAQ at <http://www.jotform.com/faq/>

