

# Syncing Existing Contact Lists between Constant Contact and GiveSmart Fundraise

Last Modified on 09/25/2023 1:20 pm PDT

After you have connected to Constant Contact as [outlined here](#), you may want to import your Contacts from Constant Contact to GiveSmart Fundraise, so you can immediately start sending emails through GiveSmart Fundraise. You may also want to sync your GiveSmart Fundraise contacts back to Constant Contact.

**Note:** The following sync procedure will only sync/work with email addresses. If you want to pull your list from Constant Contact to use for Texting, you must export it from Constant Contact and import it into GiveSmart Fundraise using the method [described here](#).

## Where to Sync

To sync your Constant Contact account with your GiveSmart Fundraise account:

- Click on **Settings** (the Gear icon)



- Click on the **Integrations** category on the left, then the Email Marketing section in the middle.

Receipts and Notifications
Year-End Consolidated Receipts
Remittance
Billing
<b>Integrations</b>
Order History

### Integrations

Power up your GiveSmart Fundraise account by connecting to a suite of powerful tools

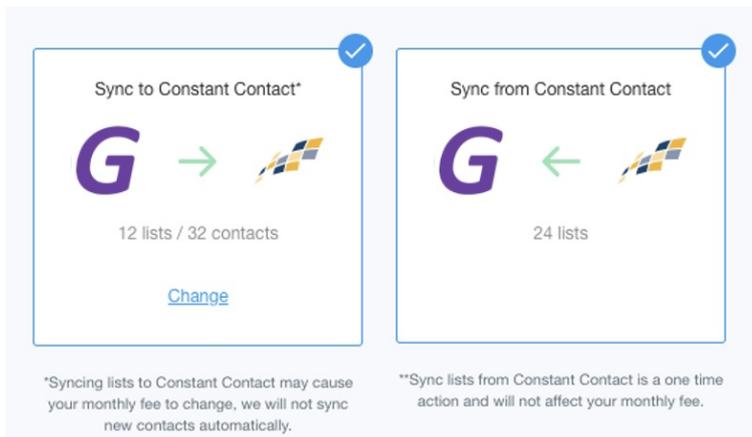
Payments
Social Media
<b>Email Marketing</b>
Matching Donations

- In **Email Marketing**, click on **Sync Settings**.

Name	Status	Activated On	Actions
Constant Contact	active	03/14/2018 14:38	<a href="#">Sync Settings</a>

## Syncing Process

On the **Sync Settings** page, you have the option to add GiveSmart Fundraise contacts to your Constant Contact and perform a one-time sync from Constant Contact into GiveSmart Fundraise. By default, both are chosen. If you would prefer not to sync one direction, then click on the tile to remove the checkmark.



If you want to backup your GiveSmart Fundraise contacts and lists, you want **Sync to Constant Contact** checked. You can also click on **Change** to choose which lists you would like to send to Constant Contact.

**Note:** Syncing lists to Constant Contact may cause your monthly fee to change, we will not sync contacts automatically. For more information, you will need to discuss it with Constant Contact. If you are exploring your options, you can see Constant Contact's pricing [here](#).

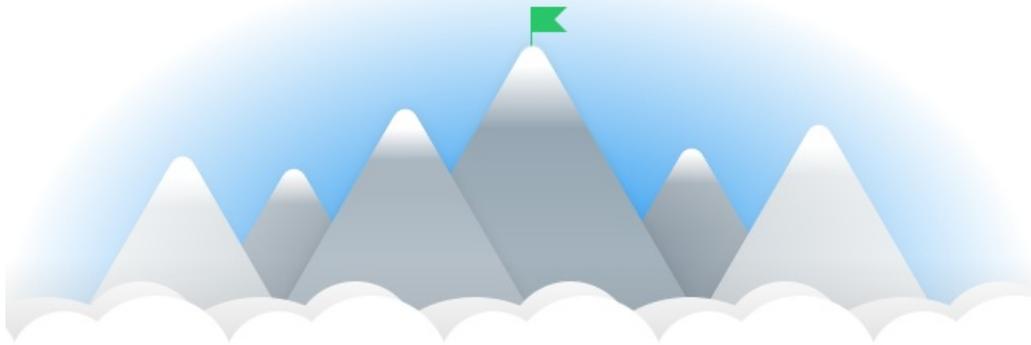
If you want to import Constant Contact records into GiveSmart Fundraise, you want **Sync from Constant Contact** checked. This sync option is a one time sync, so make sure everything is ready in your Constant Contact account.

Either or both options that you choose, to actually sync, you must click the **Sync Now** in the upper right.



If you have chosen to Sync To Constant Contact, you will receive a warning message about potential additional fees to your Constant Contact account. If you are okay with this, then you can click **I Understand** to start the sync. Otherwise you can click **Not now** to sync at a later time.

When you sync, it will take you to the completion page.



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## Congrats! You're all set up!

You will receive an email when the sync is complete.

[Go to Communication Center](#)

If you had chosen the one-time Sync from Constant Contact, the Sync Settings page will now show you that it has already been done.

If you select **Sync Later**, it will save the lists you plan to sync so you will have to do it at a later time. You will get a warning message:

The next step is to start sending Email messages through GiveSmart Fundraise. To follow the procedure, [click here](#).

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