

# How can I use PayPal for Recurring Donations

Last Modified on 06/02/2022 8:59 am PDT

In order to automatically initiate recurring donations via PayPal - not asking the donor to go through PayPal every time - you need to have **Reference Transactions** enabled by PayPal for your account.

Before you set PayPal to accept Recurring Payments, you first need to set it up to accept one time payments, [as outlined here](#).

## Payments

### Setup Payment Methods

| Name                  | Payment Method | Gateway   | Status | Actions                                   |
|-----------------------|----------------|-----------|--------|---|
| Paypal                | Paypal         | PayPal    | Active | <a href="#">Enable Recurring Payments</a> |
| MobileCause Braintree | Credit Card    | Braintree | Active |   |

### Select Credit Card Types

Configure these options to match the cards accepted in your gateway.

          
   

**Please Note:** These are the steps as PayPal wants/needs you to perform. To successfully enable Recurring Donations, make sure you read through and follow this document to the end. If you don't, if you miss a step, it can delay completion of your Recurring Donation option with PayPal.

## Contact PayPal to enable Reference Transactions

To begin the process of having PayPal enable **Reference Transactions** is to contact PayPal customer service on their Help pages.

When you contact them, specifically tell PayPal that you are calling to turn on '**Reference Transactions**' that will need to be approved and enabled by the PayPal Risk/Underwriting department.

They may try to help you set up recurring payments through a button, and that is *not* what you

want. If they try, refer to the above, and how you specifically need Reference Transactions enabled by Risk/Underwriting.

### Will My Account Qualify for Reference Transactions?

PayPal has set requirements that need to be met before they will enable Reference Transaction support on your account. They do not publish these requirements and the requirements may be different for different organizations.

# Enable Your Recurring Payments in GiveSmart Fundraise

Once you have enabled Reference Transactions through PayPal, you need to add the functionality to your GiveSmart Fundraise account.

1. Click on **Settings** (the Gear icon)



2. Click on the **Integrations** category on the left, then the **Payments** section in the middle.

## Settings

- Users
- Fundraisers
- Organization
- Receipts and Notifications
- Remittance
- Billing
- Integrations**
- Order History

### Integrations

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

- |                             |
|-----------------------------|
| Payments                    |
| Social Media                |
| Email Marketing             |
| Corporate Donation Matching |
| Analytics                   |

3. Click on the **Enable Recurring Payments** link.

## Payments

### Setup Payment Methods

| Name                  | Payment Method | Gateway   | Status | Actions                   |
|-----------------------|----------------|-----------|--------|---------------------------|
| Paypal                | Paypal         | PayPal    | Active | Enable Recurring Payments |
| MobileCause Braintree | Credit Card    | Braintree | Active |                           |

### Select Credit Card Types

Configure these options to match the cards accepted in your gateway.



Then confirm on the window that appears, by:

- Reading the information
- Putting a check in the box, stating that you have enabled it with PayPal
- Click the Enable Recurring Payments button.

## Enable Recurring Payments

To enable recurring payments with PayPal you must first enable Reference Payments within your PayPal Account. This is a manual process.

For a full explanation of how to enable Reference Payments, please [review this page](#).



Do not enable recurring payments until you have enabled Reference Payments for your PayPal account, otherwise your recurring payments will be lost and unrecoverable.

I have enabled Reference Payments for my PayPal account and wish to enable recurring payments on my MobileCause account.

Cancel

Enable Recurring Payments

4.

Your PayPal line in your Payment section should now be complete to accept both one time and recurring gifts.

## Payment Methods

| Name   | Payment Method | Gateway | Status | Actions                    |
|--------|----------------|---------|--------|----------------------------|
| Paypal | Paypal         | PayPal  | Active | Disable Recurring Payments |