Record Gifts to Donor in Raiser’s Edge

1. DOs or Admins will update the Constituent ‘Note’ tab to catalog the specific presents that a donor gets from the Development Enterprise.
2. This ONE NOTE will contain all the presents that donors have received with the date the present was given.
3. This note should have the ‘Note Type’ of ‘Gifts To Donors’

It would look like this on the Note Tab:

Orange Mug from Brian O’Rourke for board involvement - 4/1/2014
Purple sweater from Lanissa Kelly for volunteer appreciation day - 3/1/2016