

[How to use the Pittsburgh Cares Online Donation Center](#) [FAQ](#)

How to use the Pittsburgh Cares Online Donation Center

Potential Donors

To donate to a nonprofit organization:

- Go to www.pittsburghcares.org/donationcenter
- **To Browse by Impact Area:**
 - Click on one of the impact areas (ex: Adult Education & Literacy) to view a list of organizations in that area that have posted wish lists.
 - Select an organization to view its wish list.
 - Choose an item to donate and contact the agency directly to discuss the details of drop-off/pick-up.
 - Fulfill your commitment to donating the item(s) you specified.
- **To Search by Item:**
 - Type an item into the search bar at the top right corner of the main page to search all wish lists for the item you wish to donate.
 - If a match is found, click on the agency name to view its wish list. Contact the agency directly to discuss the details of drop-off/pick-up.
 - Fulfill your commitment to donating the item(s) you specified.
 - If a match is not found, return to the main page to browse wish lists.

Search tips:

- Try general and specific keyword searches. For example, conduct a search for “dolls” and then “toys.”

Nonprofit Agency Partners

To update your wish list:

- Log in to the Pittsburgh Cares Online Donation Center at www.pittsburghcares.org/donationcenter by clicking Agency Login and entering your username and password.
- Click on your agency’s impact area and then your agency’s name.
- To the right of your agency’s name, click Modify.
- Update the content of your wish list.
- Remember to log out of the Pittsburgh Cares Online Donation Center after finishing your update.

Posting tips:

- When formulating your wish list, categorize items generally and list them specifically. For example, “Toys: dolls, blocks, baseballs.”

To complete your monthly reporting survey:

- Log in to the Pittsburgh Cares Online Donation Center at www.pittsburghcares.org/donationcenter by clicking Agency Login and entering your username and password.
- In the menu bar, click on “Report Donations”
- Complete all questions in Survey Monkey
- When finished, click “Done”

To change your password:

- After logging in, click Profile.
- Go to Account Related Settings.
- You may change your password and add a secret question for retrieving your password in the future.

FAQ**For Potential Donors**

What is the purpose of the Pittsburgh Cares Online Donation Center?

The mission of the Pittsburgh Cares Online Donation Center is to facilitate the connection of potential donors to nonprofit agencies with demonstrated needs to increase community engagement through donating, enhance the impact of regional service partners, and augment Pittsburgh Cares’ organizational capacity while increasing its service capabilities.

How do I find agencies in my area?

Using the search bar at the top of the Pittsburgh Cares Online Donation Center homepage, type in your zip code and click search. This feature will search all agency profiles for those that match your zip code and show you if any agencies in your area have posted wish lists.

How do I get the item I’m interested in donating to a nonprofit agency? Can I just drop it off?

Donors must contact nonprofit agencies before dropping off any donations. Donation drop-off/pick-up arrangements must be made directly with the nonprofit agency.

Do agencies provide a donation acknowledgement letter for tax purposes?

Yes. All Pittsburgh Cares Online Donation Center nonprofit agency partners provide in-kind donation acknowledgement forms to donors for tax purposes.

I can’t find a wish list that includes any of the items I’m interested in donating. What do I do?

Try making your search more general or browsing nonprofit agency wish lists. Go to the Pittsburgh Cares Online Donation Center homepage and click on an impact area to view a list of agencies that have posted wish lists. Click an agency’s name to view its wish list. If none of the agencies are accepting an item you are interested in donating, you may contact an agency you believe might have use for your item to see if they are willing to accept it.

What if I want to volunteer for an agency?

Please visit the main Pittsburgh Cares website, www.pittsburghcares.org, click Volunteer, and, if you are not already registered as a volunteer, click Register Today. If you are already registered as a Pittsburgh Cares volunteer, please log in. Once you are logged in, you can search for volunteer projects an agency is conducting that fit your schedule.

For Nonprofit Agency Partners

How do I get my nonprofit agency's wish list posted?

Contact Kristin Brown, Director of Development and Communications, at 412-471-2114 or kbrown@pittsburghcares.org for more information about becoming a Pittsburgh Cares Online Donation Center agency partner.

Is my agency able to post financial needs, such as sponsorship for a particular program?

No. The Pittsburgh Cares Online Donation Center is designed to leverage material or in-kind donations only.

Why am I not receiving any donations?

If your agency is not receiving any donations through the Pittsburgh Cares Online Donation Center, try listing additional general and specific terms in your wish list. For example, "Toys: dolls, trains, miniature cars."