

DIGITAL TOOLS FOR YOUR PTA

Record Retention and Team Collaboration Tools

1) Google for Nonprofits

\$12 annually

Manage your PTA at either a council or local level and apply for a domain name to have individual email addresses. Also have access to digital tools such as Google Workspace, Google Meet, and other Google Apps, etc. Can sync with your computer. *May have to get Virginia PTA to verify non profit status* at

treasurer@vapta.org or president@vapta.org

2) Microsoft 365 for Nonprofits

Manage your PTA and have individual email addresses and ample document storage. Best value is \$5.50/month for up to 10 users.

Sign Up Tools

(Free and Enterprise Plans Available)

- Sign Up Genius
- Sign Up.com
- Evite.com

Givebacks

Free for PTAs!

1) Givebacks App! *Newly Updated*

Download the Givebacks App in the App Store on Iphone or Android to connect with your school families. Donate to your PTA, buy memberships, Shop to Give and much more all in one place

2) Givebacks Directory Feature

The Givebacks directory feature allow you to sort contacts by class, teacher, and grade level.

3) Givebacks Fundraising Tool-create fundraisers such as silent auctions, ticketed events, readathons, and more!

4) Givebacks Website Designer

Website Design is included in Givebacks Dashboard under **Website Builder**

5) Givebacks Newsletters/Emails

Newsletter/email function is included in Givebacks under **Communications**

6) Givebacks Online Store

Function allows you to sell PTA memberships, spirit wear and more! *Must have Stripe account with PTA bank information set up*

Digital Tools for Budgeting/Accounting

1) Moneyfinder

Budget friendly and easy to use option for creating budgets, reconciliation reports, monthly income/expense reports, etc. for your PTA. About \$199/annually
<https://moneyfinder.com/>

2) Quickbooks for Nonprofits

Quickbooks offers plans for nonprofits for up to 5 users for about \$27/month basic plan.

3) Google Forms/Sheets

Use this for digital reimbursement requests. Digital Reimbursements must have two signatures (president, treasurer) as any paper document would. Can use Google Sheets to list the reimbursement and add two signatures.

Graphic Design Tools

1) Canva for Nonprofits

Canva offers a free nonprofit account for qualified nonprofits and is a great tool for creating social media graphics, flyers, etc.
Learn more here:

<https://www.canva.com/canva-for-nonprofits/>

2) Adobe Express (National PTA Offer)

The Adobe Express Premium plan is free to all qualified 501(c)(3) Nonprofits.

Other Communications Tools

1) Constant Contact

Can sent out newsletters, emails, etc. Nonprofits can get 20% off standard price and also sales tax exemption (if applicable)
Click link above to learn more.

2) Wix Website Builder

Budget friendly website builder, can usually get discount with multi year plans.

<https://www.wix.com/>

****There is also a Tech Soup discount available****

3) Meeting Scheduling Tools-help keep your board on track to schedule meetings!

- Doodle
- When2Meet