FUNCTIONAL REQUIREMENTS CHECKLIST

Functional Requirements Checklist

When you are in the market for new fundraising software, it's wise to start the process by creating a functional checklist to identify what features / functions you want / need.

Use this document to evaluate and compare products and make an informed decision regarding which is the best fit for your organization.

Function/Feature	Required	Nice To Have	N/A	Comments:
Donor Commerce				
Outright Donations				
Recurring Donations				
Tribute / Memorial				
Event Registration / Ticketing				
Membership				
Gift Membership				
Class Registration				
Corporate Sponsorship				
Raffle Tickets				
Gift Certificates / Gift Cards				
Merchandise				
Crowdfunding				
Team Fundraising				
eCards				

Flexibility				
Unlimited Pages				
Unlimited Donor Commerce Items				
Variety of form layouts				
Configurable Page Layouts				
Configurable Receipt Page				
Configurable Receipt Email				
Configurable Form Fields				
Configurable Custom Fields (i.e. meal choice / t-shirt size)				
Thumbnail images on items				
Different messaging depending on item(s) purchased				
Catalog /shopping cart				
Transactional landing pages				
Operations				
Credit Card Processing				
Own Merchant Account				
PCI Compliant				
Open API				
Database Integration				
Fully Integrated With Website				
Cloud-Based Solution				
Built For Non-Technical Users				
Mobile – Optimized Forms				
Custom "From" Email Address				

Promoting & Sharing				
Integrated Email Marketing				
Discounts & Promo Codes				
Configurable Social Settings				
Analytics				
Real-Time Analytics				
Reporting on Campaign performance				
Reporting on Transactions				
Reporting on Contacts				
Ability to Segment Donors				
Ability to extract data easily				
Support				
Online Help Desk				
Email				
Phone				
On-Site				

BIG R I V E R

FUNDRAISING THAT FITS

This checklist is provided by Big River Online. Big River fundraising software was designed specifically to help nonprofit organizations raise more money online with easy-to-use, innovative tools. Big River provides unified solutions for all kinds of donor commerce including donations, recurring donations, events, memberships, raffles and more.