## **Bradford House Historical Association: Donor Software**

- 1. Prior to Little Green Light (LGL) we just had an excel spreadsheet.
- 2. We have been using LGL for 3 years.
- The fee is \$421.20 annually (and this is a 10% discount for having an annual subscription). The fee is paid with ACH.
- BHHA.
- 4. Our fee tier is 2,500 records. We have 755 records.
- When we were looking to convert from Excel to a paid system, someone recommended LGL to us based on our organization's size. Like non-profits were using it.

## 6. Strengths:

- The system is very easy to navigate. My summer intern learned it very quickly.
- My summer intern is updating the records each week, as letters come back with wrong or old address or as a gift is given.
- The records can be easier exported to an excel spreadsheet and then used to create mailing envelopes. This is how I do our mailers.
- There are many report options. I just ran a report to see total donations this year to date. I then ran the like report in Quick Books to make sure that they match. I did find a duplicate entry which I deleted.
- In December of each year, I run a report showing donations and then I send out our tax receipt/thank you letter. The board has discussed whether we should be thanking people sooner, such as when we receive the gift.
- 7. Weaknesses: I cannot think of any weaknesses directly related to the system. The weaknesses with the software come from the user. In other words, I have not taken the time to look into all of its functionality. You can set timelines, acknowledgements, goals, letters and more all of which I have not done. You can even track volunteer hours. I have not used this function.
- 8. LGL is perfect for our size organization. It meets all of our needs.