

## New Account Setup

Look for an email from a Rhode Island Foundation staff member (@rifoundation.org) with the subject line "Welcome to the Rhode Island Foundation Donor Portal". If you were notified to expect an email and haven't received it yet, please check your spam folder or contact Pamela Adams at 401-427-4059 or [padams@rifoundation.org](mailto:padams@rifoundation.org).

Follow the instructions in that Welcome email. Click the link in the email to access the Donor Portal login page.


**Subject:** Welcome to the Rhode Island Foundation Donor Portal

Welcome to the Rhode Island Foundation Donor Portal! Your new

Click this link to get started: <https://rif.fcsuite.com/erp/portal>

Enter your username and temporary password.

### Login




Login


[Forgot your password?](#)

You will then be prompted to create a new password of your choosing.

### Change Password

Temporary password, please enter a new one.





Change Password

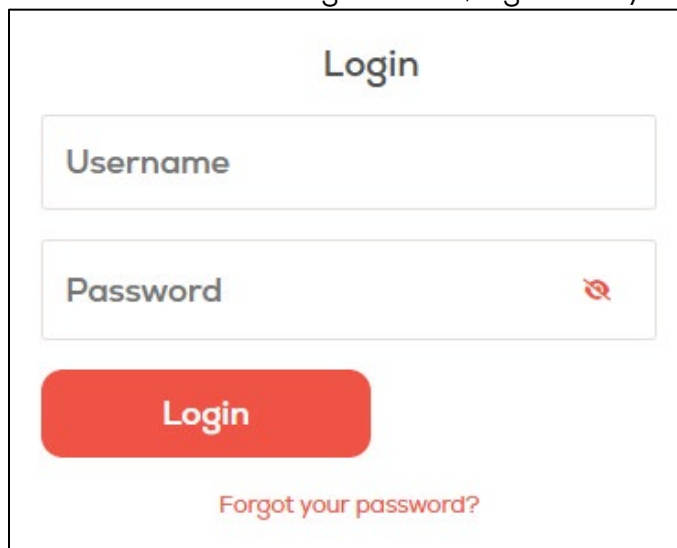
After entering your password, click Change Password. You'll now be directed into the Donor Portal.

## Logging in to the Donor Portal

To log back into the Donor Portal at a later time, head to [rifoundation.org](https://rifoundation.org) and click "Donor Login" on the top-right of our home page. You can also go directly to the login page at [rifoundation.org/donorportal](https://rifoundation.org/donorportal).



On the Donor Portal login screen, log in with your credentials.

A login form titled 'Login' in a light gray box. It features two input fields: 'Username' and 'Password'. The 'Password' field has a red eye icon to its right for toggling visibility. Below the fields is a red rounded rectangular button labeled 'Login'. At the bottom of the form is a red link that says 'Forgot your password?'.

If you can't remember the password, use the "Forgot your password?" option at the bottom.

If you enter a password incorrectly five times, your account will be locked. To unlock your account or if you need assistance with logging in, please contact Pamela Adams at 401-427-4059 or [padams@rifoundation.org](mailto:padams@rifoundation.org).