These instructions are for TDF Connect, The Denver Foundation’s online portal for fundholders. In this document, you will learn how to:

- Log in
- Retrieve a forgotten password
- Change your password

When you first request access to our online donor portal, you will receive a welcome email informing you of your User Name and the initial Password.

**Accessing Connect**
Go to [denverfoundation.org](http://denverfoundation.org) and click on the Donor Login/Key icon on the upper right corner to access the Donor Login page. Alternatively, you may also go directly to [connect.denverfoundation.org/home](http://connect.denverfoundation.org/home).
How to Log In
You will then arrive on the Donor Login page. Your User Name is the primary email address we have on file for your fund. Once you have entered your User Name and Password and clicked on the Login button, you will be in the Connect portal. If you have forgotten your Password, click the Forgotten password link below the Login button.

Retrieve a Forgotten Password
The Forgotten password link will bring you this page where you enter your email address and click Submit. You will receive an email confirming your User Name and a link to reset your Password. Follow the link and the instructions to create a new Password, which must be at least eight characters long, including one lowercase letter, one uppercase letter, and one numeric or special character. Then return to the Donor Login page and login with your User Name (email address) and new Password.
Welcome Page
Once you have successfully logged in, you arrive on the Welcome page of Connect, The Denver Foundation’s online community. This page offers immediate access to all activities currently available for you to work with your fund.

How to Change Your Password
When you click on Update My Information on the Welcome page, you will be taken to the Update My Information page. Enter your new Password in the two boxes, scroll to the bottom of the page, and click Update.
You will then be asked to provide confirmation of your *current* Password.

When you have entered the correct password, you will receive the following verification page:

**THANK YOU FOR UPDATING YOUR PROFILE**

Your changes will be reflected online in your personal profile immediately, but will not be made public to the directories and other forms until the information has been processed. Please allow up to two business days for your profile update to be processed.

If you have further questions or comments regarding the use of our site or updating your profile information with us, please call 303.300.1790 and ask for the donor advised fund helpdesk person. We will be glad to assist you.