

# Instructions for donating funds to El Verde Field Station

**we are excited to announce that we now have a direct method for sending donations to support El Verde Field Station!** Donated funds go directly to the station account without any deductions by the university. You may also direct the system to make regular monthly donations.

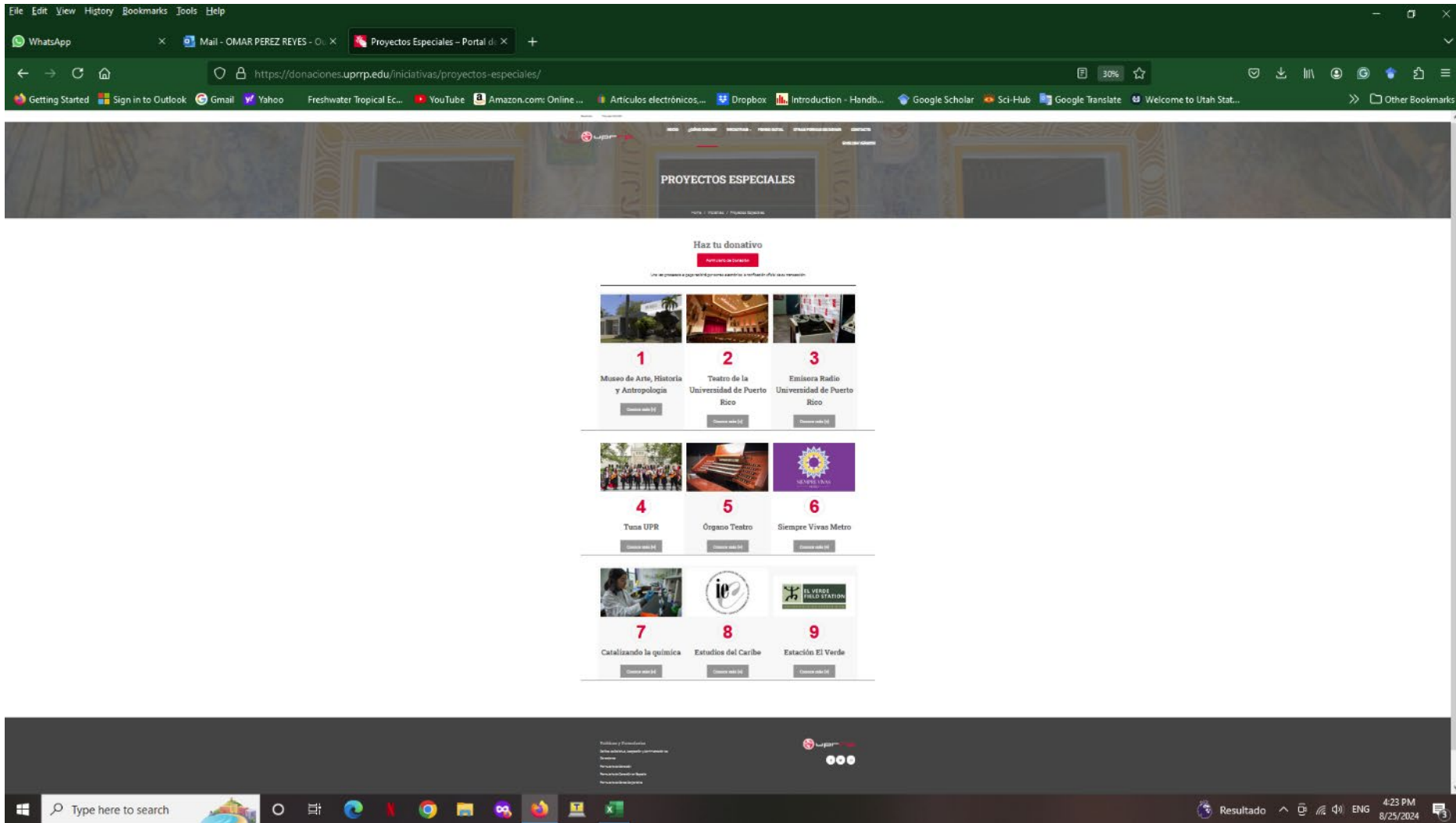
You can make your donation on the UPRRP website: <https://donaciones.uprrp.edu/iniciativas/proyectos-especiales/> For more specific instructions please continue below.

As you know, the station plays a crucial role in tropical research, education, and environmental conservation in Puerto Rico and the Caribbean, and your generous contribution will directly help us improve the station facilities. We will provide a detailed report each semester outlining how the donations were used and the progress made on our projects.

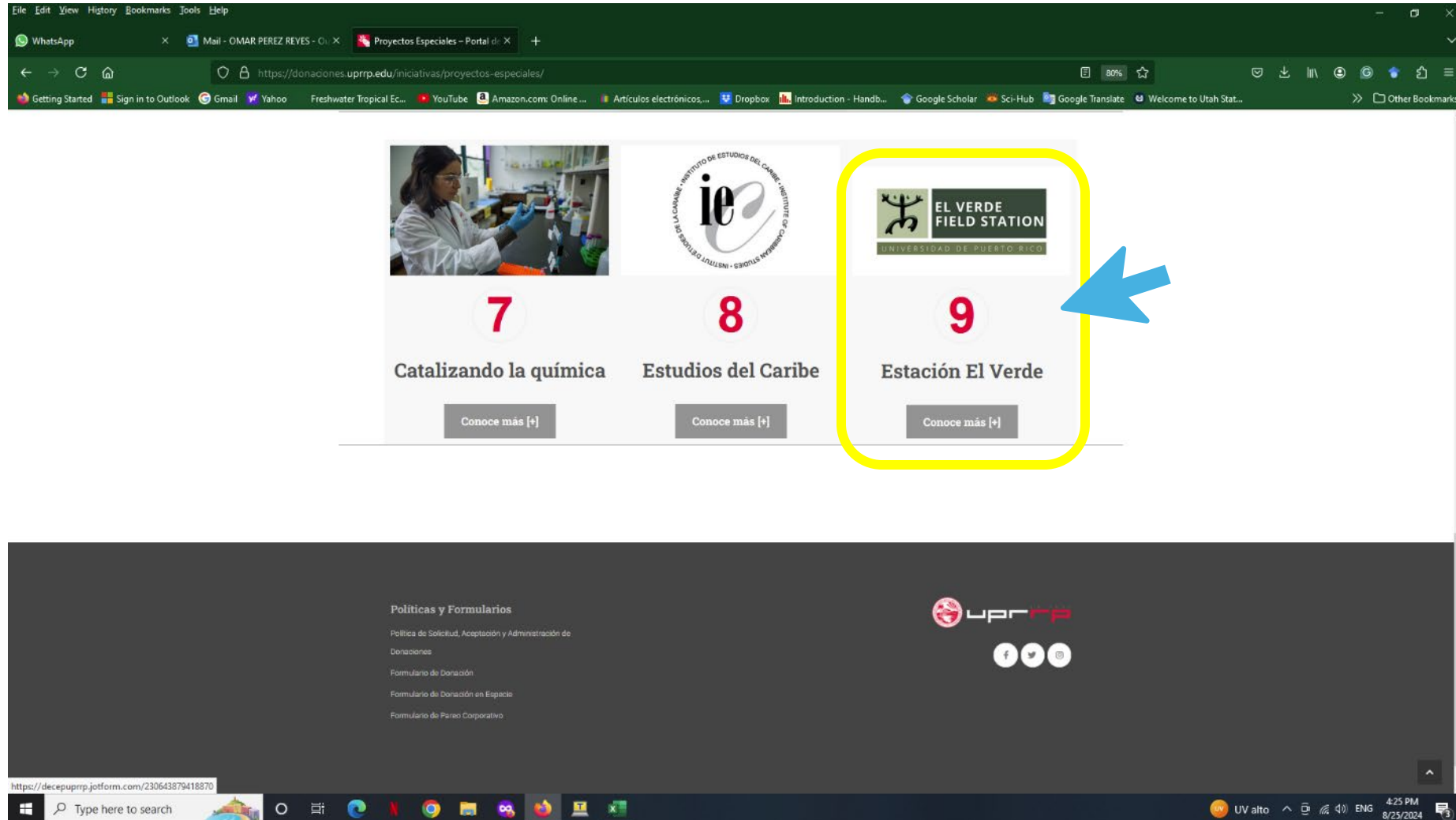


1. Access the following page:

<https://donaciones.uprrp.edu/iniciativas/proyectos-especiales/>



## 2. Scroll to the bottom and select #9 Estacion de Campo El Verde



The screenshot shows a web browser window with the URL <https://donaciones.uprrp.edu/iniciativas/proyectos-especiales/>. The page displays three project cards:

- Card 7:** Catalizando la química. Image shows a person in a lab coat working in a laboratory.
- Card 8:** Estudios del Caribe. Image shows the logo for the Institute of Caribbean Studies (IE).
- Card 9:** Estación El Verde. Image shows the logo for El Verde Field Station, Universidad de Puerto Rico. This card is highlighted with a yellow border and a blue arrow pointing to it.

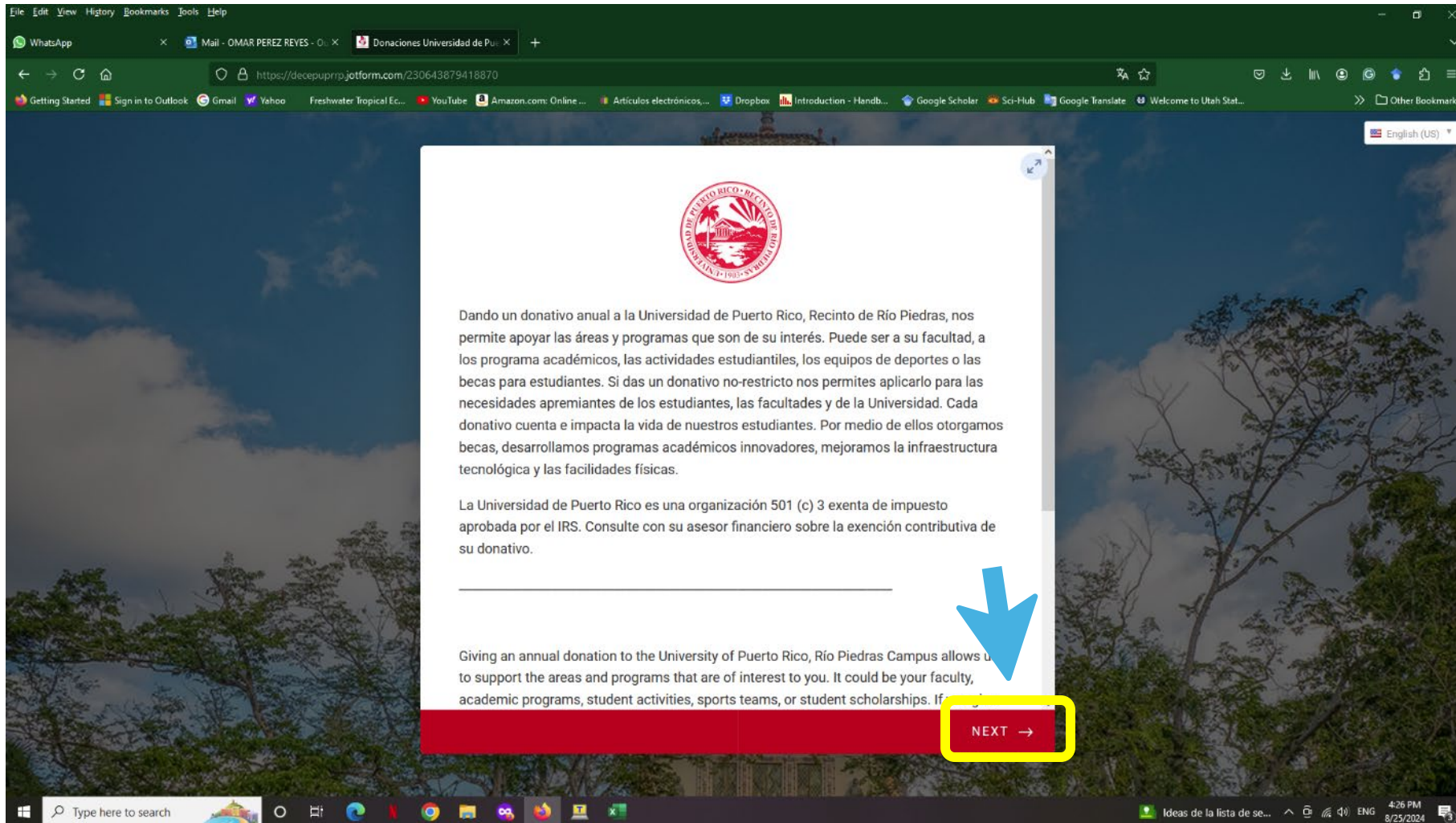
Each card has a "Conoce más [+]" button below it.

The footer of the page includes the text "Políticas y Formularios" and the UPRRP logo with social media icons for Facebook, Twitter, and Instagram. The footer also contains the following links:

- Política de Solicitud, Aceptación y Administración de Donaciones
- Formulario de Donación
- Formulario de Donación en Espacio
- Formulario de Páreo Corporativo

The browser's taskbar at the bottom shows the Windows logo, a search bar, and various application icons. The system tray on the right shows the date and time as 4:25 PM on 8/25/2024.

### 3. Instructions in Spanish and English. Click **NEXT**.



The screenshot shows a web browser window with a donation form for the University of Puerto Rico. The form is titled "Donaciones Universidad de Puerto Rico" and contains the following text:

**Spanish text:**

Dando un donativo anual a la Universidad de Puerto Rico, Recinto de Río Piedras, nos permite apoyar las áreas y programas que son de su interés. Puede ser a su facultad, a los programas académicos, las actividades estudiantiles, los equipos de deportes o las becas para estudiantes. Si das un donativo no-restricto nos permite aplicarlo para las necesidades apremiantes de los estudiantes, las facultades y de la Universidad. Cada donativo cuenta e impacta la vida de nuestros estudiantes. Por medio de ellos otorgamos becas, desarrollamos programas académicos innovadores, mejoramos la infraestructura tecnológica y las facilidades físicas.

La Universidad de Puerto Rico es una organización 501 (c) 3 exenta de impuesto aprobada por el IRS. Consulte con su asesor financiero sobre la exención contributiva de su donativo.

**English text:**

Giving an annual donation to the University of Puerto Rico, Río Piedras Campus allows you to support the areas and programs that are of interest to you. It could be your faculty, academic programs, student activities, sports teams, or student scholarships. If you give a non-restricted donation, we can apply it to the most pressing needs of students, faculties, and the University. Each donation counts and impacts the lives of our students. Through them, we award scholarships, develop innovative academic programs, improve technological infrastructure and physical facilities.

The University of Puerto Rico is a 501 (c) 3 tax-exempt organization approved by the IRS. Consult with your financial advisor about the tax exemption of your donation.

A blue arrow points to a red button labeled "NEXT" with a right-pointing arrow, which is highlighted with a yellow box.

4. On the next four pages, fill in your name, email, telephone number, and postal address, clicking NEXT when each step is completed.

Full name\*

Nombre / First Name

Apellidos / Last Name

← PREVIOUS **NEXT** →

This screenshot shows the first step of a registration form. The title is "Full name\*". There are two input fields: "Nombre / First Name" and "Apellidos / Last Name". At the bottom, there is a red navigation bar with "← PREVIOUS" on the left and "**NEXT** →" on the right. A blue arrow points to the "NEXT" button, which is highlighted with a yellow box.

Correo electrónico / email\*

Confirm Email

← PREVIOUS **NEXT** →

This screenshot shows the second step of the registration form. The title is "Correo electrónico / email\*". There are two input fields for email, with the second one labeled "Confirm Email". At the bottom, there is a red navigation bar with "← PREVIOUS" on the left and "**NEXT** →" on the right. A blue arrow points to the "NEXT" button, which is highlighted with a yellow box.

Número de teléfono / Phone Number

Phone number

← PREVIOUS **NEXT** →

This screenshot shows the third step of the registration form. The title is "Número de teléfono / Phone Number". There is one input field labeled "Phone number". At the bottom, there is a red navigation bar with "← PREVIOUS" on the left and "**NEXT** →" on the right. A blue arrow points to the "NEXT" button, which is highlighted with a yellow box.

Dirección postal - Address

Utilización - Office / City / Street Address

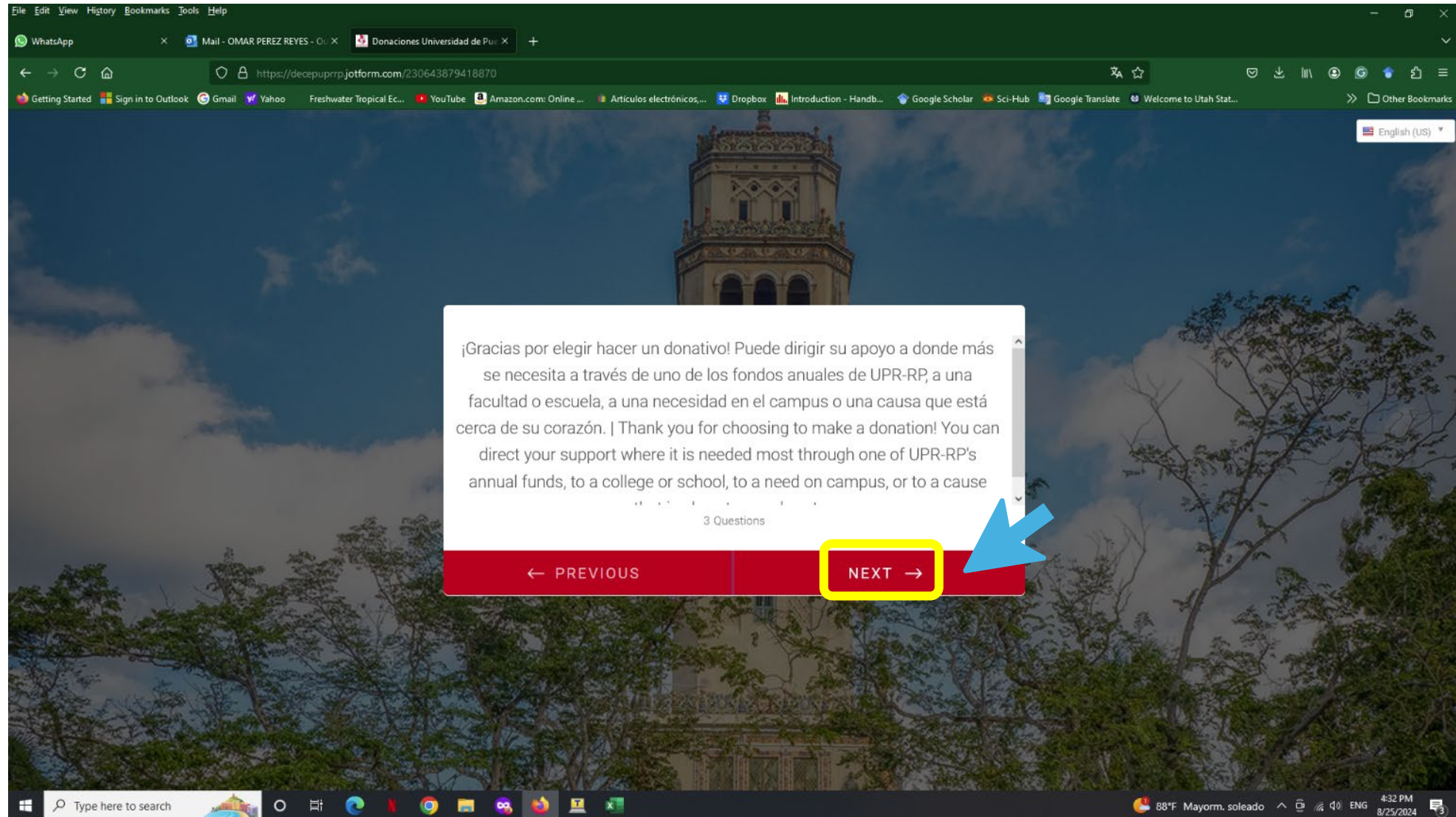
Ciudad - Pueblo / City  Estado - País / State - Country

Código Postal / Zip Code

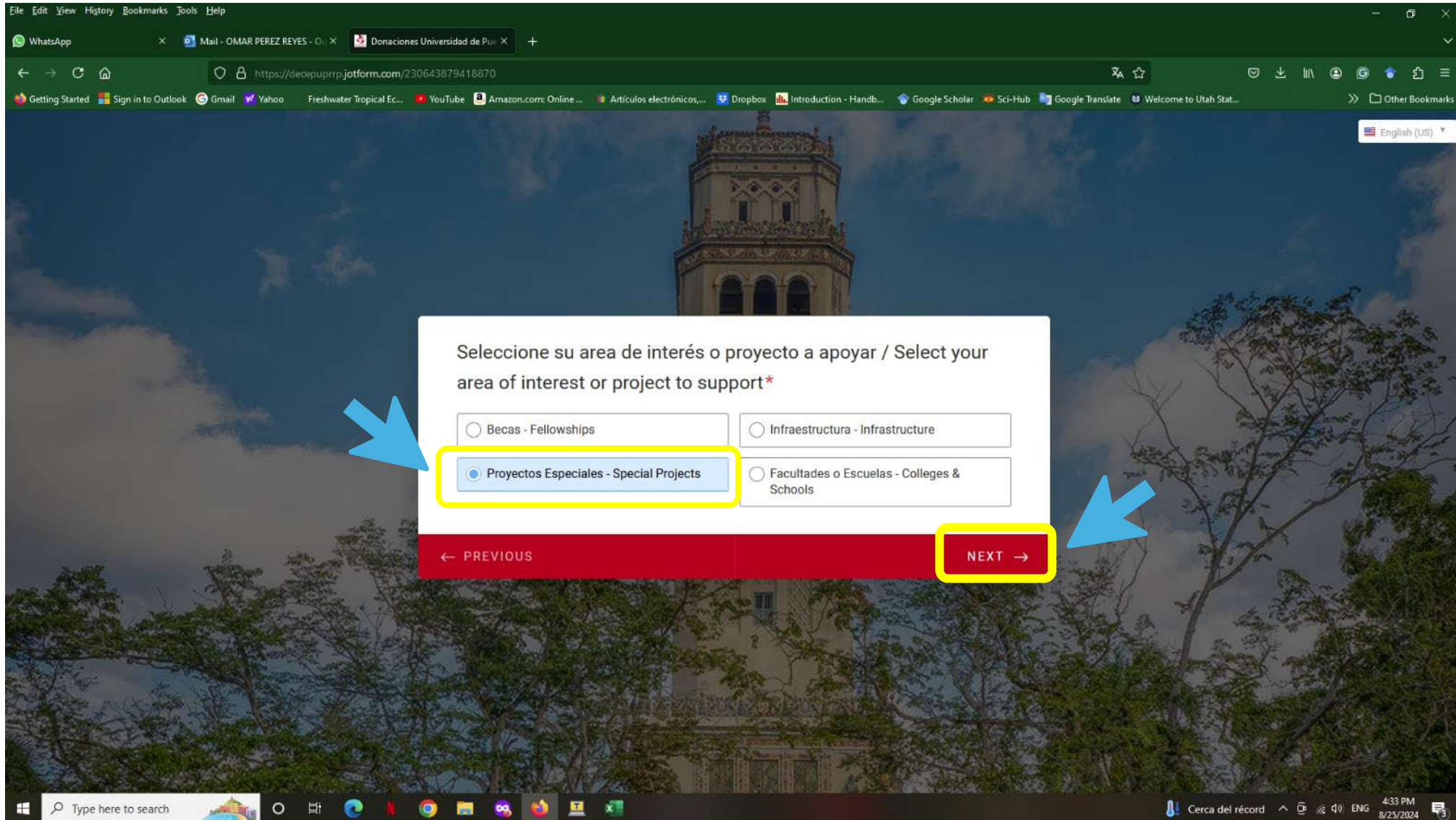
← PREVIOUS **NEXT** →

This screenshot shows the fourth step of the registration form. The title is "Dirección postal - Address". There are four input fields: a general address field, a "Utilización - Office / City / Street Address" field, a "Ciudad - Pueblo / City" field, and an "Estado - País / State - Country" field. At the bottom, there is a red navigation bar with "← PREVIOUS" on the left and "**NEXT** →" on the right. A blue arrow points to the "NEXT" button, which is highlighted with a yellow box.

5. The next slide says thanks and indicates that you can direct your support to a specific fund. Click NEXT.



## 6. Select Proyectos Especiales – Special Projects. Click NEXT.



The screenshot shows a web browser window with a form titled "Seleccione su area de interés o proyecto a apoyar / Select your area of interest or project to support\*". The form has four radio button options: "Becas - Fellowships", "Infraestructura - Infrastructure", "Proyectos Especiales - Special Projects", and "Facultades o Escuelas - Colleges & Schools". The "Proyectos Especiales - Special Projects" option is selected and highlighted with a yellow box. A blue arrow points to this option. Below the options is a red navigation bar with "PREVIOUS" and "NEXT" buttons. The "NEXT" button is highlighted with a yellow box and a blue arrow points to it. The background of the page is a photograph of a building tower.

Seleccione su area de interés o proyecto a apoyar / Select your area of interest or project to support\*

Becas - Fellowships

Infraestructura - Infrastructure

Proyectos Especiales - Special Projects

Facultades o Escuelas - Colleges & Schools

← PREVIOUS

NEXT →

# 7. Select Estación de Campo El Verde. Click NEXT.

File Edit View History Bookmarks Tools Help

WhatsApp Mail - OMAR PEREZ REYES - O... Donaciones Universidad de P...

https://decepuprrp.jotform.com/230643879418870

Getting Started Sign in to Outlook Gmail Yahoo Freshwater Tropical Ec... YouTube Amazon.com: Online... Artículos electrónicos... Dropbox Introduction - Handb... Google Scholar Sci-Hub Google Translate Welcome to Utah Stat... Other Bookmarks

English (US)

Elegir una de las siguientes / Choose one of the following\*

Proyectos especiales - Special Projects

- Museo de Arte, Historia y Antropología
- Teatro de la Universidad de Puerto Rico
- Emisora Radio Universidad de Puerto Rico
- Tuna UPR
- Órgano Teatro
- Siempre Vivas Metro
- Catalizando la química
- Instituto de Estudios del Caribe
- Estación de Campo El Verde

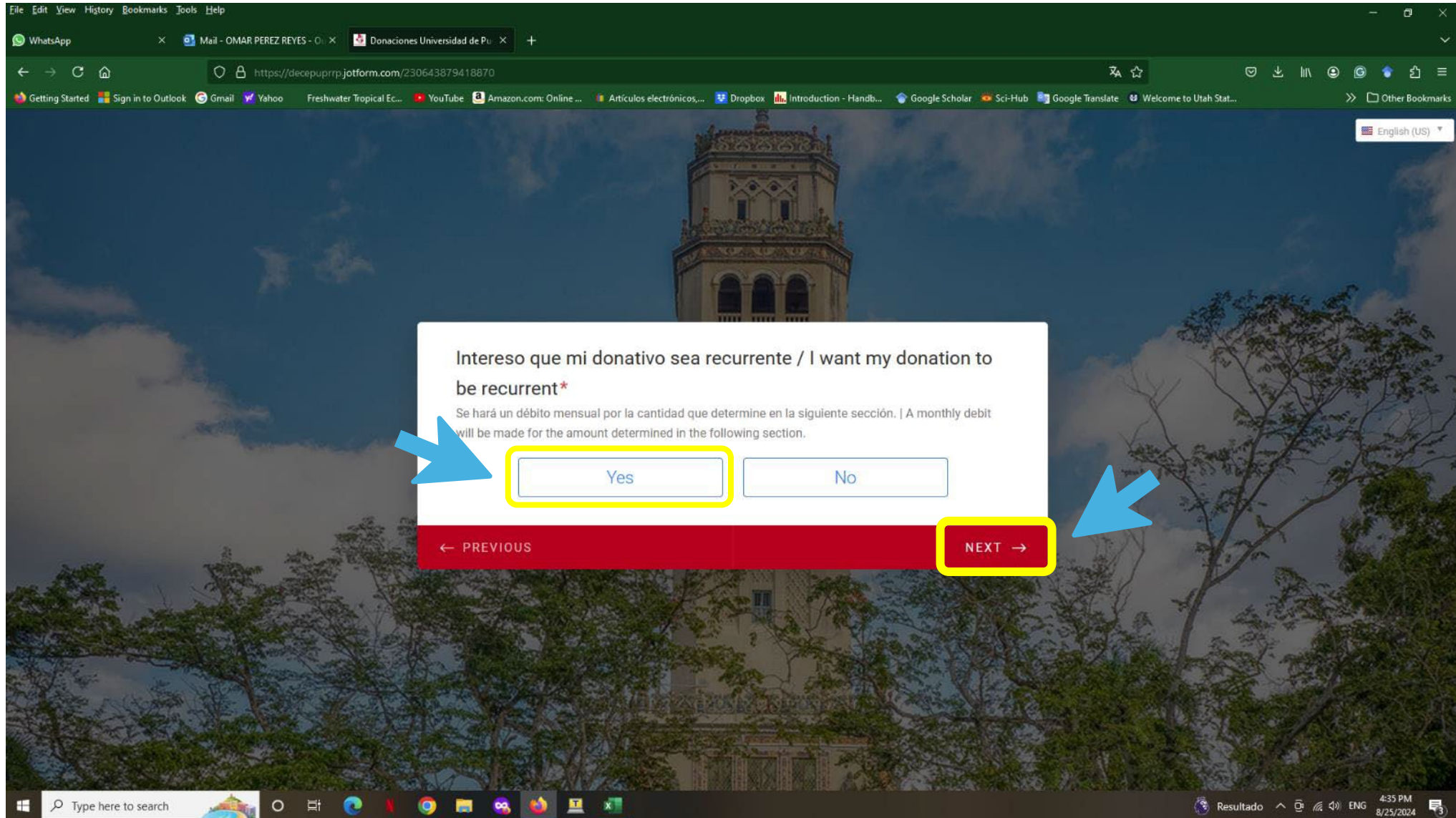
← PREVIOUS

NEXT →

Type here to search Cerca del récord ENG 4:34 PM 8/25/2024



## 8. Choose if you want to make a recurring donation or not. Click NEXT.



Intereso que mi donativo sea recurrente / I want my donation to be recurrent\*

Se hará un débito mensual por la cantidad que determine en la siguiente sección. | A monthly debit will be made for the amount determined in the following section.

[← PREVIOUS](#) [NEXT →](#)

Windows taskbar: Type here to search, 4:35 PM, 8/25/2024

9. Indicate the amount you want to donate by choosing one of the options or custom amount. Click NEXT.

Escoger la cantidad a donar al proyecto seleccionado | Please select the amount you wish to donate to your selected project:

10 USD	25 USD	50 USD	100 USD
250 USD	500 USD	1000 USD	2000 USD

ó entre la cantidad deseada / or enter custom amount

← PREVIOUS

NEXT →

# 10. Enter your credit card information. Click SUBMIT.

Escoger la cantidad a donar al proyecto seleccionado | Please select the amount you wish to donate to your selected project:

Nombre en la tarjeta - First name on card

1234 1234 1234 1234

Apellidos en la tarjeta - Last name on card

MM / YY

CVC

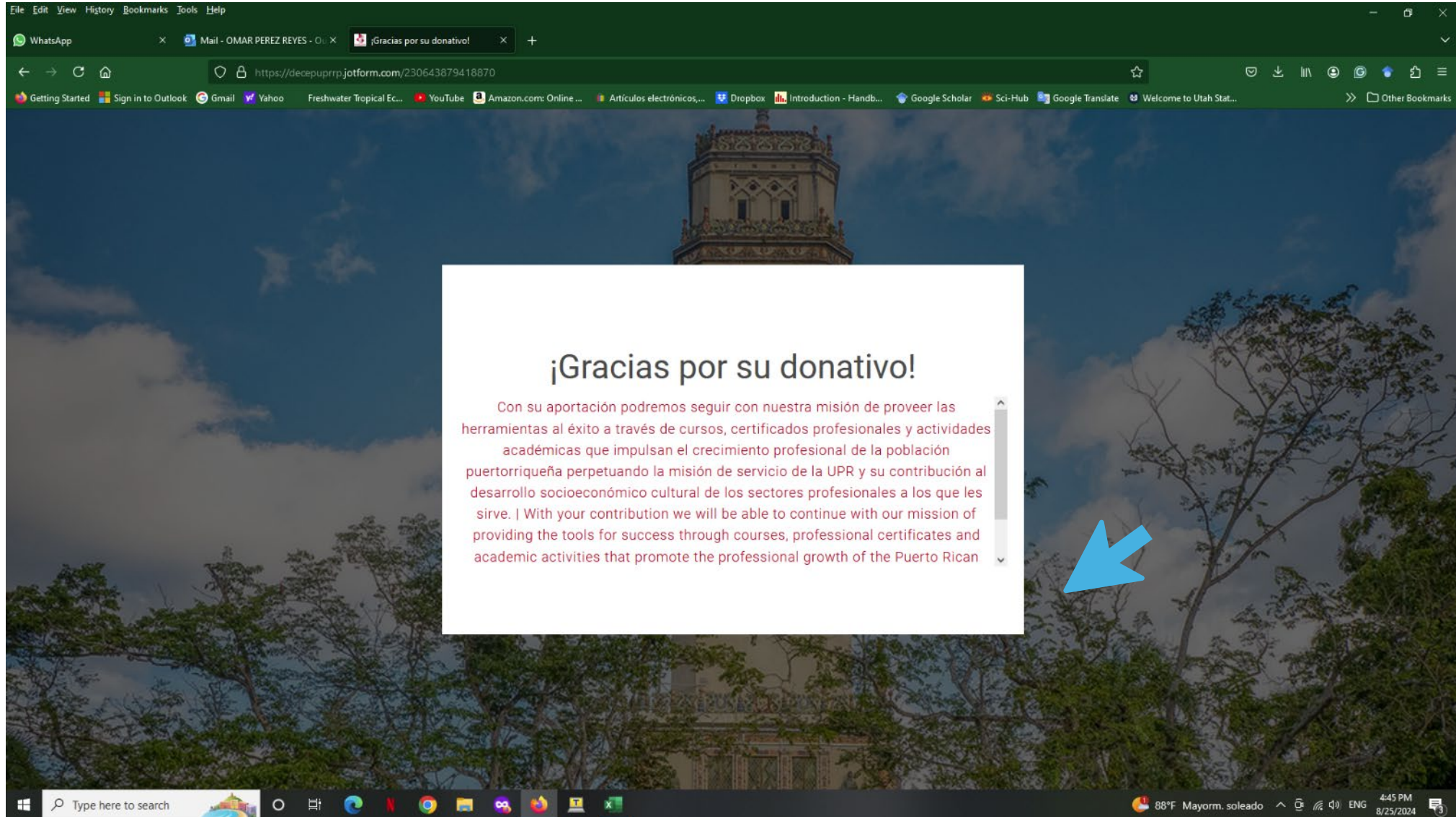
Puerto Rico

← PREVIOUS

**SUBMIT**

The image shows a web browser window with a donation form. The form is titled "Escoger la cantidad a donar al proyecto seleccionado | Please select the amount you wish to donate to your selected project:". It contains several input fields: a text field for the first name, a text field for the last name, a card number field (1234 1234 1234 1234), a dropdown for the month/year (MM / YY), a dropdown for the CVC, and a dropdown for the country (Puerto Rico). At the bottom of the form, there are two buttons: "← PREVIOUS" and "SUBMIT". The "SUBMIT" button is highlighted with a yellow border, and a blue arrow points to it from the right. The browser's address bar shows the URL "https://decepuprrp.jotform.com/230643879418670". The Windows taskbar is visible at the bottom of the screen.

# 11. A thank you page will appear.



# 12. You will receive confirmation of your donation at the email you entered.

