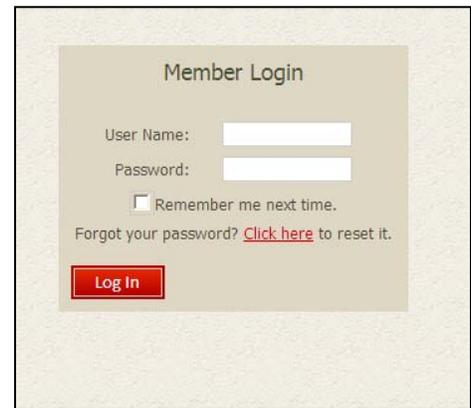


Welcome to the new TCHC website! After months of preparation and input, TCHC is excited to premiere this all new, comprehensive website designed to aid our partner agencies, members, and the community in our fight against homelessness. Feel free to explore the website. Every member of the TCHC has their own unique username and password that grants access to many features, such as the Critical Documents Section, Housing Inventory, Event Calendar Registration, and soon the Services Inventory. Below are some instructions to retrieving your username and password.

### Instructions on Retrieving your Username and Password

When you go to the main page, click on the “**member login**” link on the top right hand corner. You should come to a page that looks like this.

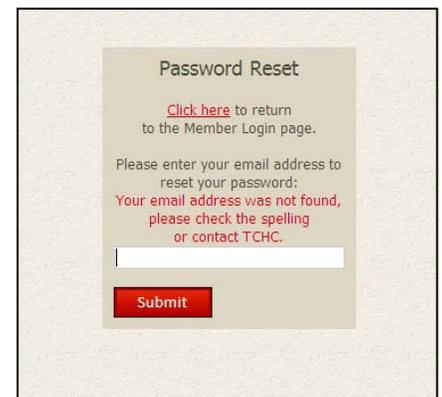


Now, click on the “**click here**” link highlighted in red. It should lead you to this next page.



Next, enter your e-mail address that you use in correspondence with TCHC in the text box below. Then click the red “**submit**” button.

If you receive this page, this means that TCHC does not have your correct e-mail on file. Contact J.C. Christian at [ic@ahomewithhope.org](mailto:ic@ahomewithhope.org), with your e-mail address and he will set up your profile, username and password for you.



If you receive this page, then your password has been sent. You will receive an e-mail containing your username and your password. After that, log onto the website and enter your user name and password. We recommend changing your password immediately. To ensure a secure password, TCHC strongly recommends your password to be alphanumeric, i.e., (a combination of letters and numbers). Passwords are case sensitive, so be mindful of the Caps Lock button on your keyboard.

Password Reset

[Click here](#) to return to the Member Login page.

Please enter your email address to reset your password:

Your new password has been sent.

Submit

When you log onto the website with your username and password, you should be taken to a page that look like this:

tchc  
Tarrant County Homeless Coalition

Welcome, jchristian. | LOGOUT

NEW CALENDAR EVENT   HOUSING CHANGE   FUND REQUEST   SERVICES INVENTORY   MEMBER PROFILE

### Member Admin

Welcome to the secure Member website. This site allows you to perform administrative actions related to your membership.

Please choose from the following available actions:

- [New Calendar Event](#) - Submit a request to TCHC to have an event added to the Event Calendar.
- [Housing Change](#) - Submit a housing inventory change to TCHC.
- [Fund Request](#) - Submit a new Direct Services Fund Request to TCHC.
- [Services Inventory](#) - Coming Soon!
- [Member Profile](#) - Update your profile and renew your membership.

If you have any questions or problems, please contact TCHC at [tchc@ahomewithhope.org](mailto:tchc@ahomewithhope.org).

TCHC recommends updating your member profile. To update your member profile, click on the “**member profile**” tab located on the far right side of the toolbar. You should be taken to your member profile page. This is an example of J.C. Christian’s member profile page. Fill out all of the information listed on the page. In addition, you can change your password by typing in your new password **twice**. When you are done updating your profile, click the red “**submit**” button at the bottom left corner of the page.

### Member Profile

Please review and update your profile below:

#### Contact Information

Email:

Name:

Address:   
  
 , TX

Phone:

*If you wish to update your password.*

Password:  Confirm:

Your Membership is valid through: 1/01/2010  
**Your Membership has Expired!**  
Please renew using the form below.  
Thank you for your support!  
Please visit the [Membership Renewal](#) page to renew your membership today!

Submit

## Member Profile

Please review and update your profile below:

Contact Information	
Email:	<input type="text" value="jc@ahomewithhope.org"/>
Name:	<input type="text" value="J.C."/> <input type="text" value="Christian"/>
Address:	<input type="text" value="1415 E. Lancaster"/> <input type="text" value="Ste. 213"/> <input type="text" value="Fort Worth"/> , <input type="text" value="TX"/> <input type="text" value="76102"/>
Phone:	<input type="text" value="817/810-9797"/>
<i>If you wish to update your password.</i>	
Password:	<input type="text"/> <input type="text" value="Confirm"/>
Your Membership is valid through: 1/01/2010 <b>Your Membership has Expired!</b> Please renew using the form below. Thank you for your support! Please visit the <a href="#">Membership Renewal</a> page to renew your membership today!	
<input type="submit" value="Submit"/>	

Your member profile page also includes your membership standing. Some users are members through their agencies and some members are individual members. If you are a member through your agency and your membership has expired, please notify the authorized personnel at your agency. After your agency has paid its membership dues, the authorized personnel from your agency will give TCHC a list of names from your agency that is allowed access. If you are an individual member and your membership has expired, you can renew your membership by clicking on the “Membership Renewal” link highlighted in red.

If you have any questions, feel free to contact J.C. Christian via e-mail at [JC@ahomewithhope.org](mailto:JC@ahomewithhope.org). Thank you for your continued support of the Tarrant County Homeless Coalition.