# Search Help & Tips for [aztaxcreditlist.com](aztaxcreditlist.com)

Different ways you can search for charities on AZTAXCREDITLIST.com

- **Search for a charity by name** – just type the name in the search box ( charity results will immediately start displaying with the first letter you type )

- **Search by cities** – use the "City" filter and select one or more cities of interest. The city result is determine by the charity's address city as listed in the QCO or QFCO list published by the AZ Dept of Revenue.

- **Search by age served** – use the "Serves" filter and select one or more age level. We have classified these filters into…
    - **Babies** – we used this filter when a charity specifically stated Pre-Natal and/or Babies
    - **Children** - which can include babies and teens
    - **Teens**
    - **Young Adults**
    - **Adults**- which can imply Young Adults and Seniors, we also used this category when "Individuals" are called out as those served in the absence of a specific mention of other age groups
    - **Seniors**
    - **Families -** some charities specifically identify that they serve families, so we've included filter specifically which implies one or two parents, one or more children all ages

- **Search by condition of people being served (what the charity is "supporting")** – In general these filters are for "**people who are/have/have been**"… For example, have Cancer, have been Incarcerated, are Homeless. The challenge in assigning filter names was to keep the number of filter choices to a usable set (too many would be too much to select from) but not have the labels be too generic. "Low Income" was selected as a generic term for those that are "are Disadvantaged, Underserved, In Poverty, or have Low Income" as an example.

- **Search by what the charity provides** – In general these filters are what the charity does, summed up in a few words as best as we could do – trying to keep the number of total filters to a manageable use. For example, "Food" is the filter term being used for more specific things like "Soup Kitchen meals", "Meals on Wheels", "Food Pantry", "Student Snack Boxes", "Meals", etc. The filter "Development" was used for disability skills development, developing sustainable food gardens, personal development that results from gain knowledge or mentoring, business development, etc.

## Combining Name and Filter Searches

Any combination of name and filter searches can be done.  The filters in the same category (like city) are "either/or".  The search logic between the filter categories and the name search are "and's".  This name AND this city AND either of these supports,…

Example 1: if you type in "S" in the name search, and select "Phoenix" plus "Tucson" for cities, and "Any" for serves, provides, supports…  the display results will be for ALL charities that have Phoenix or Tucson addresses that the charity name begins with "S".

Example 2:  to search for all homeless charities in Tucson, that serve families…  Select city as "Tucson", select supports as "Homeless" and select serves as "Families".

NOTE:  the filters are not dynamic themselves, meaning one filter type doesn't remove filters for select that are not possible (will return zero results) from other categories.  For example, enter "Z" for name search, city of Sierra Vista (no results displayed), but you can still select all the other filters (they won't be disabled) and to be expected, the result will be the same – zero results displayed because there are no qualified charities with address of city in Sierra Vista that have a name beginning with the letter "Z".


## Clear Search Name & Filters Just Used

**Clear search by name** – just select the search by name entry area, backspace or delete (using keyboard keys) until it is empty again, or mouse select the search string entered with your mouse, then hit the delete key on your keyboard.

**Clear one filter** – select ANY (located at the top of the drop list per filter type)

**Clear all filters** – select "Clear All Filters" (located to the right of the filters)


## Show Next Page of Results

For the search name and filters selected many charities may be found in the list.  The number of charities display currently on the screen appears as "Showing **1-7** of **44** Results".  To see the next page of results select the ">" icon to the right.  To go to the last page of Results select ">>", to go back a page display select "<", to go back to the first page of Results select "<<".