



Combined Federal Campaign of the National Capital Area

E-GIVING

**PAPERLESS PAYROLL, CREDIT/DEBIT AND ELECTRONIC CHECK,
AND EEX OPTIONS**

OPM Innovator Award Recipient 2003-2010

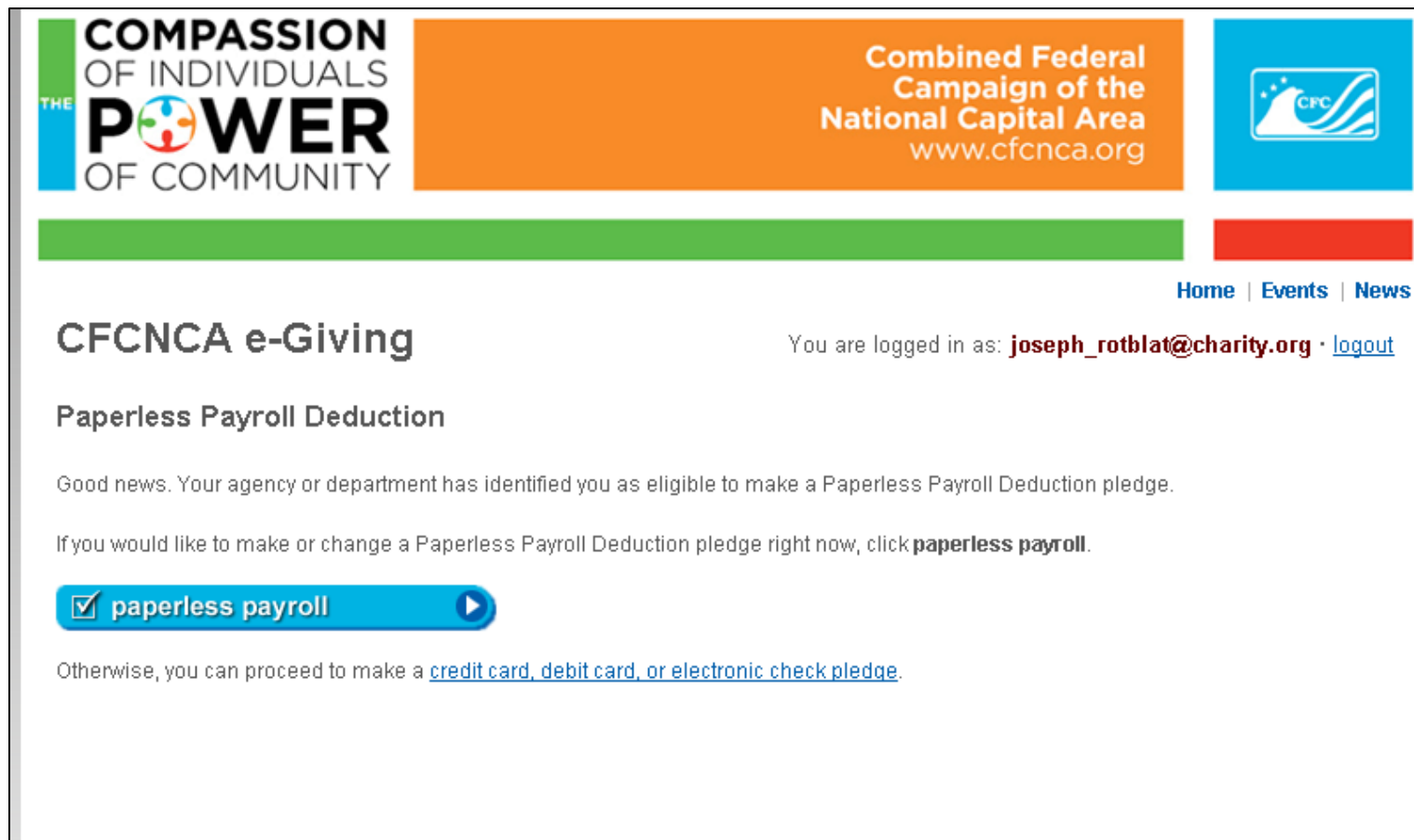
Paperless Payroll Deduction

2

- Completely Paperless
- Role of the Keyworker
- System

Paperless Payroll Deduction

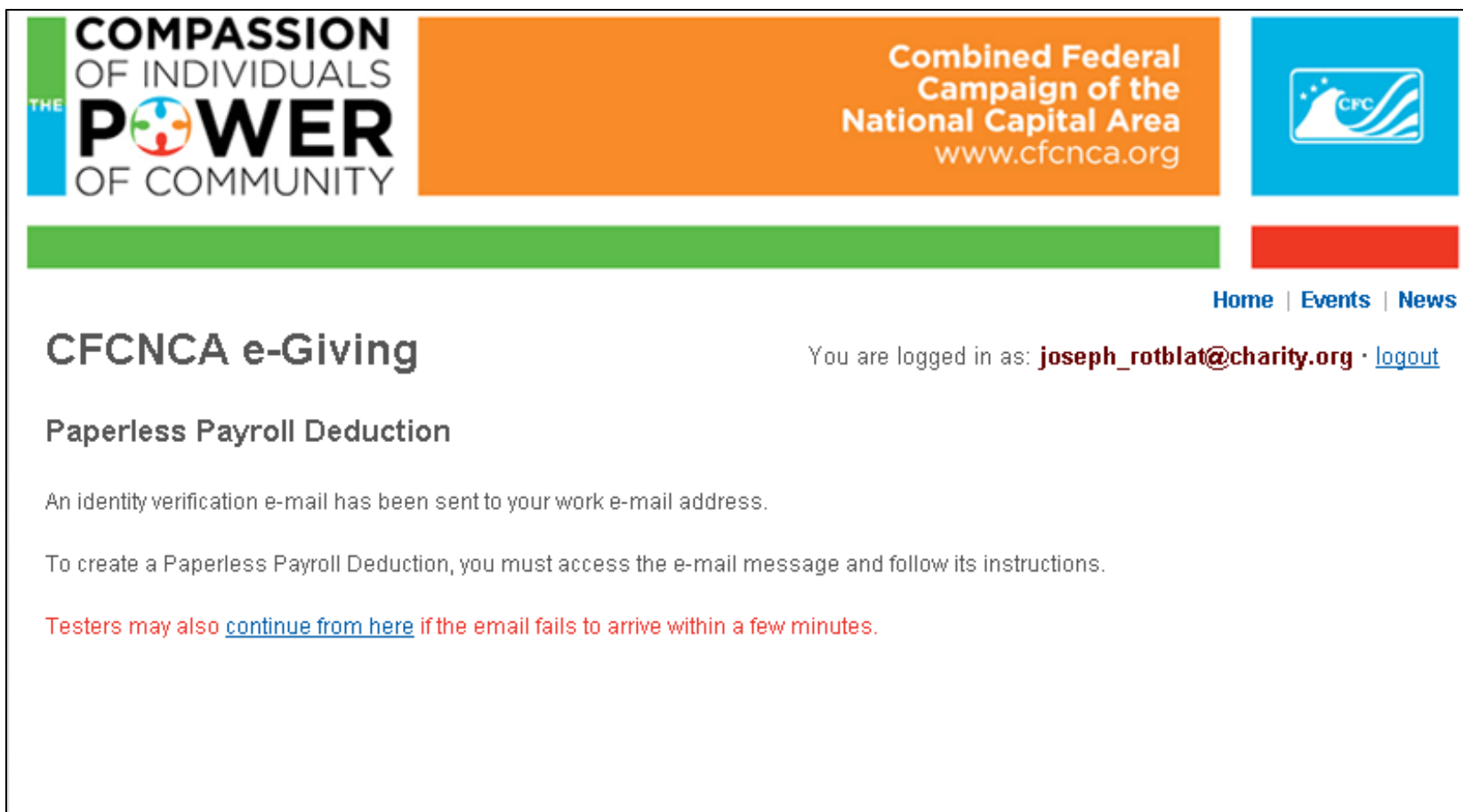
3



The screenshot shows the top navigation bar of the CFCNCA website. On the left is the logo for 'THE COMPASSION OF INDIVIDUALS POWER OF COMMUNITY'. In the center is an orange banner with the text 'Combined Federal Campaign of the National Capital Area' and the website 'www.cfcnca.org'. On the right is a blue square with the CFC logo. Below the banner is a green bar and a red bar. The main content area has a navigation menu with 'Home | Events | News'. The user is logged in as 'joseph_rotblat@charity.org' with a 'logout' link. The main heading is 'CFCNCA e-Giving'. Below it is the section 'Paperless Payroll Deduction'. The text reads: 'Good news. Your agency or department has identified you as eligible to make a Paperless Payroll Deduction pledge. If you would like to make or change a Paperless Payroll Deduction pledge right now, click **paperless payroll**.' There is a blue button with a checkmark and the text 'paperless payroll' and a play button icon. Below the button, it says 'Otherwise, you can proceed to make a [credit card, debit card, or electronic check pledge](#).'

Paperless Payroll Deduction

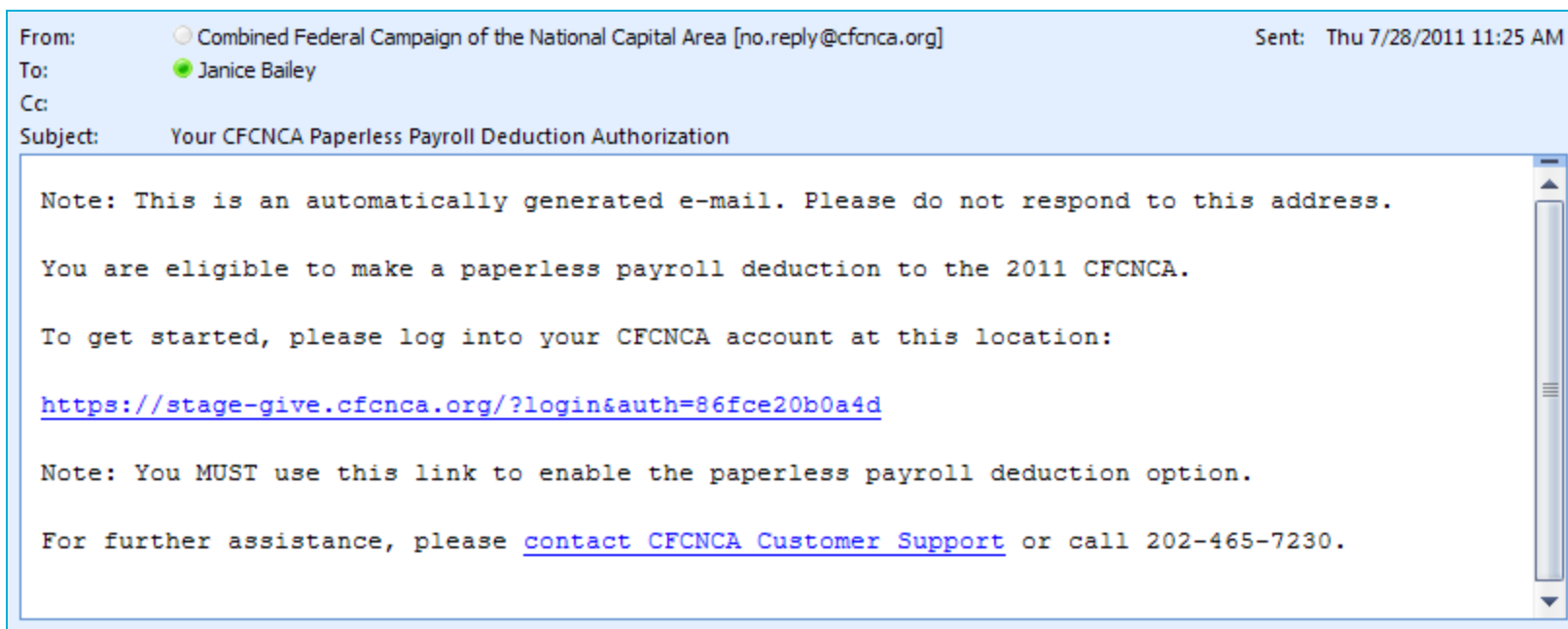
4



The screenshot shows the top navigation bar of the CFCNCA website. On the left is the logo for 'THE COMPASSION OF INDIVIDUALS POWER OF COMMUNITY'. In the center is an orange banner with the text 'Combined Federal Campaign of the National Capital Area' and the website 'www.cfcnca.org'. On the right is a blue square with the CFC logo. Below the banner is a green bar and a red bar. The main content area has a header with 'Home | Events | News' and a login status: 'You are logged in as: joseph_rotblat@charity.org · [logout](#)'. The main heading is 'CFCNCA e-Giving' followed by 'Paperless Payroll Deduction'. The message states: 'An identity verification e-mail has been sent to your work e-mail address. To create a Paperless Payroll Deduction, you must access the e-mail message and follow its instructions. Testers may also [continue from here](#) if the email fails to arrive within a few minutes.'

Click the Link in the E-mail

5



Search the Charity Catalog




6

The screenshot displays the CFCNCA e-Giving website. At the top left is the logo for 'THE COMPASSION OF INDIVIDUALS POWER OF COMMUNITY'. To the right is an orange banner for the 'Combined Federal Campaign of the National Capital Area' with the website 'www.cfcnca.org'. Further right is the CFC logo. Below the banner is a green navigation bar with 'Home | Events | News' and a 'logout' link. A progress bar shows the steps: 'Charity Search' (highlighted), 'Designate', 'Donor Info', 'Review', and 'Finish'. Below the progress bar are four buttons: 'view basket', 'view my charities', 'view history', and 'checkout'. A note states: 'To receive a paper catalog, please contact your Keyworker.' The 'Charity Search' section is titled 'Find charities that have...' and includes two search options: 'all these words:' with a single text input field, and 'one or more of these words:' with three text input fields separated by 'OR'. A blue arrow points to the first search input field. At the bottom, there is a link for 'Mission scope, zip code, and more', a 'Clear all settings and start over' link, and a 'Go!' button.

Search on a keyword, charity name, or CFC #

Designate Pay Period Amount

7



[Home](#) | [Events](#) | [News](#)

CFCNCA e-Giving

You are logged in as: [joseph_rotblat@charity.org](#) · [logout](#)

Charity Search → **Designate** → Donor Info → Review → Finish



Please choose your designation amounts below. All fields marked * are required.

Pledge Type: Paperless Payroll Deduction


Tip: If you change the Total amount, all designation amounts will recalculate. Percentages shown are rounded down to the nearest whole number.

Organization Show descriptions	Percent of Total	Pay Period Amount	Total Amount
Charity 123 CFC# 12345	67%	\$ 20.00	\$520.00
Undesignated	33%	\$ 10.00	\$260.00
Total Pledge Amount:		\$ 30.00	\$780.00

If your pledge is at the Eagle or Double Eagle level, please ask your Keyworker or Campaign Manager for an award pin.

No Award  **Eagle Award**
1% of annual salary  **Double Eagle Award**
2% of annual salary




[← back](#) [← charity search](#) [✓ continue →](#)

 **Secured by Thawte**
click to verify 2011-06-20

Privacy Information: Your use of this online system takes place over a secure connection. All data is encrypted during transmission to protect your personal information.

Complete Donor Information

8



[Home](#) | [Events](#) | [News](#)

CFCNCA e-Giving

You are logged in as: **joseph_rotblat@charity.org** · [logout](#)

Charity Search → Designate → **Donor Info** → Review → Finish

Please provide the following information. All fields marked * are required.


* **First Name:** Middle Initial: * **Last Name:**

* **Work E-mail:** * **Work E-mail (again to confirm):**

Count me in! I would like to learn more about CFCNCA and provide campaign feedback.

Release Info?


- DO NOT release any of my personal information to charities.
- Release my name and the information I provide below to all designated charities.




Privacy Information: Your use of this online system takes place over a secure connection. All data is encrypted during transmission to protect your personal information.

Review Your Pledge

9



Combined Federal
Campaign of the
National Capital Area
www.cfcnca.org




[Home](#) | [Events](#) | [News](#)

CFCNCA e-Giving

You are logged in as: **joseph_rotblat@charity.org** · [logout](#)

Charity Search
Designate
Donor Info
Review
Finish



*Please note: The amounts you have specified represent per-pay-period deduction amounts.
Your total pledge for the year is \$780.00.
If this is not what you intended, please go back and update your designation amounts now.*




Confirm the accuracy of the information below by clicking **continue** at the bottom of this page.

Pledge Type: Paperless Payroll Deduction (26 pay periods annually)


<p>Donor Information: Edit Joseph Rotblat joseph_rotblat@charity.org</p> <p>Reporting Unit: Edit Unit Number: Unit Name: 0</p>	<p>Contact: Edit I DO NOT want to learn more about CFCNCA or provide campaign feedback.</p> <p>Recognition: Edit DO NOT release any of my personal information to charities.</p>
---	--

Organization Show descriptions	Percent of Total	Pay Period Amount	Total Amount	
Global Impact CFC #10187	67%	\$ <input type="text" value="20.00"/>	\$520.00	Edit
Undesignated	33%	\$ <input type="text" value="10.00"/>	\$260.00	Edit
Total Pledge Amount:		\$ <input type="text" value="30.00"/>	\$780.00	Edit

If your pledge is at the Eagle or Double Eagle level, please ask your Keyworker or Campaign Manager for an award pin.

 <p>No Award Edit</p>	 <p>Eagle Award 1% of annual salary Edit</p>	 <p>Double Eagle Award 2% of annual salary Edit</p>
---	--	---

continue



Privacy Information: Your use of this online system takes place over a secure connection.
All data is encrypted during transmission to protect your personal information.

Thank You!

10

The screenshot shows the CFCNCA e-Giving interface. At the top left is the logo for 'THE COMPASSION OF INDIVIDUALS POWER OF COMMUNITY'. To the right is an orange banner for the 'Combined Federal Campaign of the National Capital Area' with the website 'www.cfcnca.org'. Further right is a blue box with the CFC logo. Below these are navigation links for 'Home | Events | News'. The main heading is 'CFCNCA e-Giving' with a user login status 'You are logged in as:' and a 'logout' link. A progress bar shows steps: 'Charity Search', 'Designate', 'Donor Info', 'Review', and 'Finish' (highlighted in green). Below the progress bar are two buttons: 'my charities' with a checkmark and 'take the survey' with a play button. A yellow warning triangle with an exclamation mark is followed by a red text message: 'You have completed your e-Giving Paperless pledge. If you would like to print a receipt for your personal records, then [Download and Print your Pledge Form.](#)' A large blue arrow points from this message to the right. To the right of the arrow is the text 'Print a copy for your records!'. Below the warning is a section titled 'My Pledge History' containing a table with one row of data.

Campaign Year	Timestamp	Pledge Type	Amount	Status	Actions
2011	Jun 23, 2011, 11:29am	Payroll Deduction	\$130.00	Complete	<input type="text"/> Go

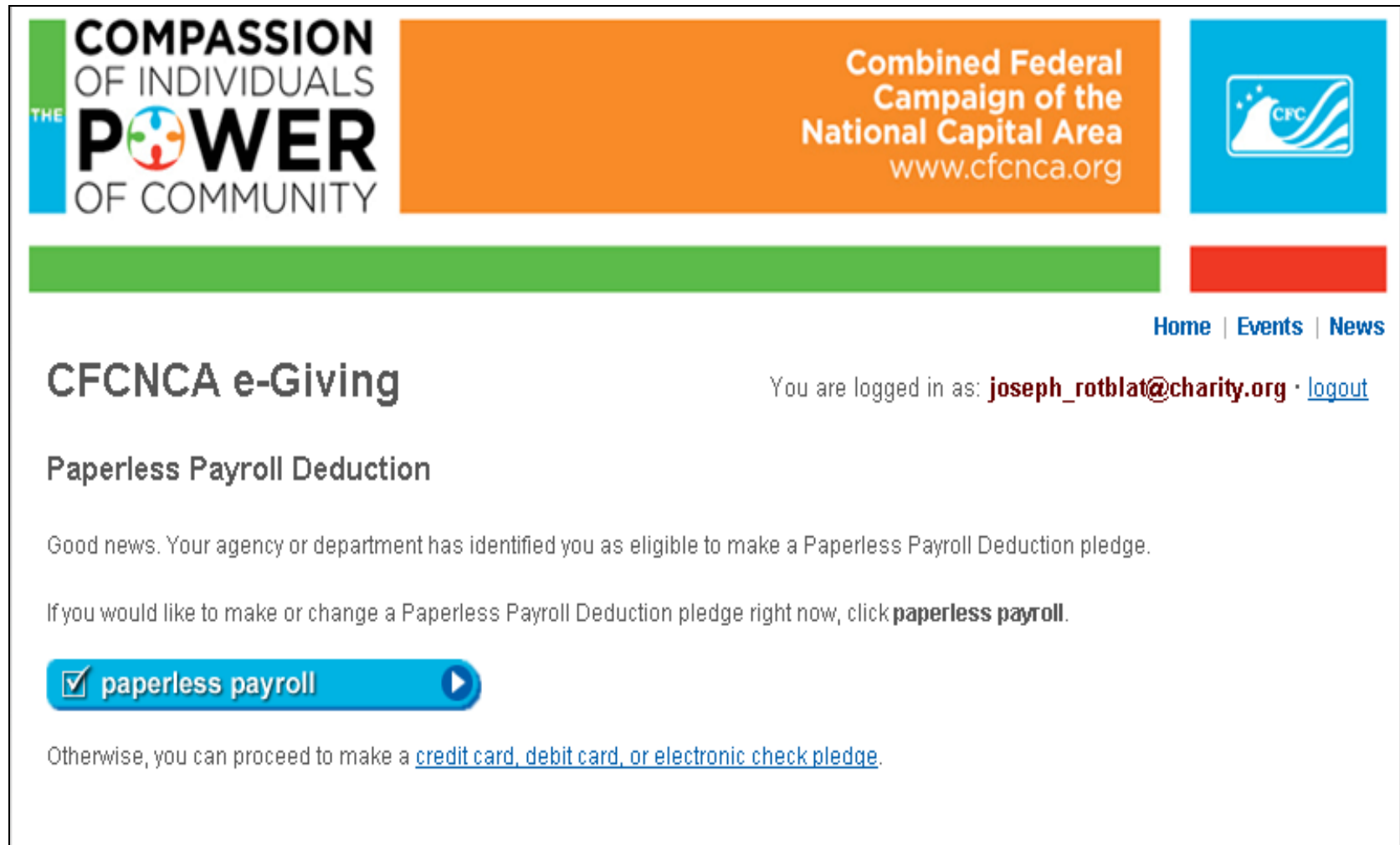
Credit Card, Debit Card, e-Check

11

- Completely Paperless
- Recurring or one-time gift
- Role of the Keyworker
- How it works

Choose Credit/Debit Card, or Electronic Check Option

12



The screenshot shows the CFCNCA e-Giving website. At the top left is the logo for 'THE COMPASSION OF INDIVIDUALS POWER OF COMMUNITY'. To the right is an orange banner for the 'Combined Federal Campaign of the National Capital Area' with the website 'www.cfcnca.org'. Further right is a blue square with a white icon of a person and the letters 'CFC'. Below these are green and red horizontal bars. On the right side, there are navigation links for 'Home | Events | News'. The main heading is 'CFCNCA e-Giving'. Below it, it says 'You are logged in as: joseph_rotblat@charity.org · [logout](#)'. The section is titled 'Paperless Payroll Deduction' and contains the text: 'Good news. Your agency or department has identified you as eligible to make a Paperless Payroll Deduction pledge. If you would like to make or change a Paperless Payroll Deduction pledge right now, click **paperless payroll**.' Below this is a blue button with a checkmark icon and the text 'paperless payroll' and a play button icon. At the bottom, it says 'Otherwise, you can proceed to make a [credit card, debit card, or electronic check pledge](#).'

Search the Charity Catalog


13

The screenshot displays the CFCNCA e-Giving website. At the top left is the logo for 'THE COMPASSION OF INDIVIDUALS POWER OF COMMUNITY'. To the right is an orange banner for the 'Combined Federal Campaign of the National Capital Area' with the website 'www.cfcnca.org'. Further right is a blue box with the CFC logo. Below these are navigation links for 'Home | Events | News'. The main heading is 'CFCNCA e-Giving' with a 'logout' link. A progress bar shows 'Charity Search' as the active step, followed by 'Designate', 'Donor Info', 'Review', and 'Finish'. Below the progress bar are four buttons: 'view basket', 'view my charities', 'view history', and 'checkout'. A note states: 'To receive a paper catalog, please contact your Keyworker.' The 'Charity Search' section includes the prompt 'Find charities that have...' and two search options: 'all these words:' with a single text input field, and 'one or more of these words:' with three text input fields separated by 'OR'. A blue arrow points to the first search input field. At the bottom, there is a link for 'Mission scope, zip code, and more', a 'Clear all settings and start over' link, and a 'Go!' button.


Search on a keyword, charity name, or CFC #

Select Pledge Type

14



Combined Federal
Campaign of the
National Capital Area
www.cfcnca.org



[Home](#) | [Events](#) | [News](#)

CFCNCA e-Giving

You are logged in as: [joseph_rotblat@charity.org](#) · [logout](#)

Charity Search
Designate
Donor Info
Review
Finish

Please choose your pledge type and designation amounts below. All fields marked * are required.

* Pledge Type:

Tip: If you cha Paperless : Monthly Electronic Check or Credit/Debit Card ss shown are rounded down to the nearest whole number.

Organization | Paperless : One-Time Electronic Check or Credit/Debit Card


Global Impact | Print & Submit : Check


Organization | Print & Submit : Cash

	Percent of Total	Amount
Global Impact	0%	\$ <input type="text" value="0.00"/>
Undesignated	0%	\$ <input type="text" value="0.00"/>
Total Pledge Amount:		\$ <input type="text" value="0.00"/>


If your pledge is at the Eagle or Double Eagle level, please ask your Keyworker or Campaign Manager for an award pin.

No Award

 **Eagle Award**
1% of annual salary

 **Double Eagle Award**
2% of annual salary




◀ back
◀ charity search
✓ continue ▶

 **Secured by Thawte**
click to verify 2011-06-20

Privacy Information: Your use of this online system takes place over a secure connection.
All data is encrypted during transmission to protect your personal information.

Designate Pay Period Amount

15



[Home](#) | [Events](#) | [News](#)


CFCNCA e-Giving

You are logged in as: [joseph_rotblat@charity.org](#) · [logout](#)

Charity Search → **Designate** → Donor Info → Review → Finish

Please choose your pledge type and designation amounts below. All fields marked * are required.

* Pledge Type:





* Day of month to process transactions: (Begins January 2012)


Tip: If you change the Total amount, all designation amounts will recalculate. Percentages shown are rounded down to the nearest whole number.

Organization Show descriptions	Percent of Total	Monthly Amount	Total Amount
Global Impact CFC #10187	67%	\$ <input type="text" value="20.00"/>	\$240.00
Undesignated	33%	\$ <input type="text" value="10.00"/>	\$120.00
Total Pledge Amount:		\$ <input type="text" value="30.00"/>	\$360.00

If your pledge is at the Eagle or Double Eagle level, please ask your Keyworker or Campaign Manager for an award pin.

No Award  **Eagle Award**
1% of annual salary  **Double Eagle Award**
2% of annual salary

[← back](#) [← charity search](#) [✓ continue →](#)






Privacy Information: Your use of this online system takes place over a secure connection. All data is encrypted during transmission to protect your personal information.

2011-06-20

Complete Donor Information

16



[Home](#) | [Events](#) | [News](#)

CFCNCA e-Giving

You are logged in as: **joseph_rotblat@charity.org** · [logout](#)

Charity Search → Designate → **Donor Info** → Review → Finish

Please provide the following information. All fields marked * are required.

* **First Name:** Middle Initial: * **Last Name:**


* **Work E-mail:** * **Work E-mail (again to confirm):**

Count me in! I would like to learn more about CFCNCA and provide campaign feedback.

Release Info?

DO NOT release any of my personal information to charities.


Release my name and the information I provide below to all designated charities.




Privacy Information: Your use of this online system takes place over a secure connection. All data is encrypted during transmission to protect your personal information.

Review Pledge

17



Combined Federal
Campaign of the
National Capital Area
www.cfcnca.org




[Home](#) | [Events](#) | [News](#)

CFCNCA e-Giving

You are logged in as: **joseph_rotblat@charity.org** · [logout](#)

Charity Search
Designate
Donor Info
Review
Finish



Please note: The amounts you have specified represent monthly payment amounts.
Your total pledge for the year is \$360.00.
If this is not what you intended, please go back and update your designation amounts now.




Confirm the accuracy of the information below by clicking **continue** at the bottom of this page.

Pledge Type: Monthly Electronic Check or Credit/Debit Card (billed on the 1st day of the month) [Edit](#)

<p>Donor Information: Edit Joseph Rotblat joseph_rotblat@charity.org</p> <p>Reporting Unit: Edit Unit Number: 1011000 Unit Name: AOC OFC of the Architect of the Capitol</p>	<p>Contact: Edit I DO NOT want to learn more about CFCNCA or provide campaign feedback.</p> <p>Recognition: Edit DO NOT release any of my personal information to charities.</p>
--	--

Organization Show descriptions	Percent of Total	Monthly Amount	Total Amount	
Global Impact CFC #10187	67%	\$ <input type="text" value="20.00"/>	\$240.00	Edit
Undesignated	33%	\$ <input type="text" value="10.00"/>	\$120.00	Edit
Total Pledge Amount:		\$ <input type="text" value="30.00"/>	\$360.00	Edit


If your pledge is at the Eagle or Double Eagle level, please ask your Keyworker or Campaign Manager for an award pin.

 <p>No Award Edit</p>	 <p>Eagle Award 1% of annual salary Edit</p>	 <p>Double Eagle Award 2% of annual salary Edit</p>
---	--	---

continue

Secure Processing

18



Donation - Step 1 of 3

The CFCNCA sincerely appreciates your support. We salute your service to our nation and would like to thank you for Making a World of Difference in the lives of those you will help through your contribution to the Combined Federal Campaign.

Please use the secure form below to complete your online donation.

Donation: * \$ 40.00

Donation Frequency: * Monthly

Recurring Charge Start Options: Future Date

Charge Start Date: * Jan 1 2011

Recurring Charge End Options: After Specific Date

Charge End Date: * Dec 1 2011

Donor Details:

Employee Express (EEX)

19

- **Payroll Deduction:**
 - Spread Evenly Across 26 Pay Periods Starting January 2010
- **Online convenience:**
 - Paperless pledging (keyworker will not get record of donation)
 - Confidentiality
 - Security



EEX Log in From e-Giving

20

COMPASSION OF INDIVIDUALS POWER OF COMMUNITY

Combined Federal Campaign of the National Capital Area
www.cfcnca.org

CFC

Home | Events | News

CFCNCA e-Giving

Log in with your work e-mail address:

[✓ continue](#)

[Log in with Employee Express \(EEX\)](#) [How do I know if my agency uses EEX?](#)

Help is available for EEX users

CFC Link on EEX Main Screen

21

MainMenu - Windows Internet Explorer provided by CFCNCA
https://www.employeeexpress.gov/MainMenu.aspx?ModuleUpdated=0

EMPLOYEE **CHANGES? NO BIG DEAL!**
PRESS Privacy Policy | Security | FAQ | Contact Us | Help | Brochure

Survey Sign Out

Main Menu

Payroll - Personnel Actions	Earnings and Leave
<p>*** You last successfully logged in Employee Express on September 10, 2010 12:42PM ET. ***</p> <p>Your information was last updated on September 11, 2010.</p> <p>To view a summary of your current information, select View Summary of Information.</p> <p>You may view or change the following payroll-personnel information using Employee Express.</p> <ul style="list-style-type: none">Combined Federal CampaignDirect DepositDisability UpdateDiscretionary AllotmentEthnicity and Race IndicatorFederal Employee Health BenefitsFederal TaxFEHB Premium ConversionFEHB Qualifying Life EventFinancial AllotmentHealth Savings AllotmentHome Address	<p>Your leave and earnings information was last updated on: August 28, 2010.</p> <p>Gross Pay:</p> <p>Net Pay:</p> <p>Annual Balance:</p> <p>Sick Balance:</p> <p>Comp Balance:</p> <p>To view your earnings and leave statement, select Earnings and Leave.</p>

EEX e-Pledge Participating Agencies

22

- ADV Council for Historic Preservation
- Administrative Council of the U.S.
- African Development Foundation
- American Battle Monuments Commission
- Appraisal Subcommittee/Federal Financial Institutions Exam Council
- Commission of Fine Arts
- Commission for the Preservation of America's Heritage Abroad
- Commission on WMD
- Committee For Purchase From People who are Blind or Severely Disabled
- Commodity Futures Trading Commission
- Consumer Product Safety Commission
- Council of the Inspector General on Integrity and Efficiency
- Delta Regional Authority
- Department of Education
- Department of Interior
- Department of State
- Department of Transportation
- Department of Treasury
- Dwight D. Eisenhower Memorial Commission
- Election Assistance Commission
- Equal Employment Opportunity Commission
- Executive Residence at the White House
- Export/Import Bank of the United States
- Federal Deposit Insurance Corporation
- Federal Labor Relations Authority
- Federal Trade Commission
- Financial Crisis Inquiry Commission
- General Services Administration
- Government Accountability Office
- Inter-American Foundation
- International Trade Commission
- Institute of Museum and Library Services
- Japan/US Friendship Commission
- John F. Kennedy Center for Performing Arts
- Marine Mammal Commission
- Medicaid and CHIP Payment and Access Commission
- Medicare Payment Advisory Commission
- Merit Systems Protection Board
- Millennium Challenge Corporation
- National Archives & Records Administration
- National Aeronautics & Space Administration
- National Commission on Fiscal Responsibility and Reform
- National Council on Disability
- National Credit Union Administration
- National Labor Relations Board

EEX e-Pledge Participating Agencies (cont'd)

23

- National Mediation Board
- National Science Foundation
- National Transportation Safety Board
- Northern Border Regional Commission
- Nuclear Regulatory Commission
- Nuclear Waste Technical Review Board
- Office of Personnel Management
- Office of Special Counsel
- Office of Government Ethics
- Office of Navajo and Hopi Indian Relocation
- Overseas Private Investment Corporation
- Pension Benefit Guaranty Corp
- Public Defender Service of the District of Columbia
- Public Interest Declassification Board
- Railroad Retirement Board
- Recovery Act Accountability and Transparency Board
- Ronald Reagan Centennial Commission
- Securities and Exchange Commission
- Selective Service System
- Senate Restaurant Associates
- Social Security Administration
- State Justice Institute
- Stennis Center for Public Service
- Thrift Investment Board
- U.S. Chemical and Safety Hazard Investment Board
- U.S. China Economic and Security Review Commission
- U.S. Commission on International Religious Freedom
- U.S. Holocaust Memorial Museum
- U.S. House of Representatives
- U.S. Interagency Council on Homelessness
- U.S. Institute of Peace
- U.S. Trade and Development Agency
- Vietnam Education Foundation

Questions?