



Combined Federal Campaign of the National Capital Area¹

e-Giving Tools

OPM Innovator Award Recipient 2003-2008

5 Easy Steps of e-Giving

2

1) Charity Search

- Search only
- Search and designate

www.cfcnca.org
or
**e-Pledge for
Participating Agencies**

2) Designate

- Choose pledge type and donation amount

3) Complete Donor Information

4) Review Pledge Details

5) Finish Pledge or Print & Submit

Benefits

3

- ✓ Provides a **fast, simple and user-friendly** process
- ✓ **Reduces** overall campaign processing **costs**
- ✓ **Decreases agency time and costs** associated with aggregating and auditing pledges
- ✓ **Increases security** of pledges and personal information
- ✓ Responds to **donor feedback** from prior campaigns and focus groups
- ✓ Appeals to donors who prefer **online transactions**
- ✓ Offers **24/7** availability
- ✓ Provides **help desk** for questions

4

Step 1: Charity Search

Charity Search

5

Benefits:

- ✓ Gives access to more than **4,000 approved local, national and international** charities through an easy-to-use interface
- ✓ Reduces costs through a **paperless catalog option**
- ✓ Offers **multiple sorting options**, including by name, keyword, location, administrative overhead rate, CFC code number or service category

What's new for 2009:

- Enhanced methods to search by local, national or international charities
- Search and sort charities based on their proximity to a given ZIP code
- Filter charities using combined search criteria

6

Step 2: Designate

Designate

7

- Select pledge type
 - Payroll Deduction
 - Indicate number of pay periods
 - Credit/Debit Card – new in 2009
 - Indicate one-time or recurring
 - e-Check (electronic bank transfer) – new in 2009
 - Indicate one-time or recurring
 - Check
 - Cash
- Enter donation amount per charity designation
- Select Eagle Award level if qualified

New Pledge Types: Credit/Debit Card and e-Check

8

- Paperless giving available via CFCNCA website to all donors
- Offers one-time or recurring payment options
- Targeted at cash and check donors as an alternative, lower cost method of giving

9

Steps 3 and 4: Donor Information and Review Pledge

Donor Info and Review

10

- Complete donor information
 - Enter contact information and reporting unit
 - Consider options:
 - “Release Info” to release name, address and/or amount to charities
 - “Count Me In” to learn more about CFCNCA and provide campaign feedback
- Review pledge details
 - Ensure pledge information is correct
 - Make any required changes

11

Step 5: Finish or Print & Submit

Pledge Type: Payroll Deduction

12

- Download and print final Pledge Form
 - Automatically prints 3 copies: payroll allotment, audit and donor record
- Sign payroll allotment copy of Pledge Form
- Submit payroll allotment and audit copies of Pledge Form to your Keyworker
- Retain donor record copy
- Request Thank You Card, Donor Sticker and Eagle Award Pin (if qualified) from your Keyworker

Pledge Type: Credit/Debit Card

13

- Enter billing address and credit/debit card information
- Review and confirm payment details
- Request Thank You Card, Donor Sticker and Eagle Award Pin (if qualified) from your Keyworker

Pledge Type: e-Check

14

- Enter billing address, bank account and routing number information
- Review and confirm payment details
- Request Thank You Card, Donor Sticker and Eagle Award Pin (if qualified) from your Keyworker

Pledge Type: Check/Cash

15

- Download and print final Pledge Form
 - Automatically prints 2 copies: audit and donor record
- Submit audit copy of Pledge Form to your Keyworker
- Retain donor record copy
- Request Thank You Card, Donor Sticker and Eagle Award Pin (if qualified) from your Keyworker

16

e-Pledge for Participating Agencies

e-Pledge Agency Partners

17

- Pilot Programs
 - U.S. Patent and Trademark Office (USPTO)
 - Environmental Protection Agency (EPA)
 - National Oceanic and Atmospheric Organization (NOAA)
- Internal Federal systems
 - CIA
 - NASA/Goddard
 - Navy Federal Credit Union
- Employee Express
 - Available to more than 50 participating agencies

EEX Participating Agencies

21

ADV Council for Historic Preservation
African Development Foundation
American Battle Monuments Commission
Commission of Fine Arts
Comm. For Purchase From People who are Blind or Severely Disabled
Commodity Futures Trading Commission
Consumer Product Safety Commission
Department of Education
Department of Interior
Department of State
Department of Transportation
Department of Treasury
Equal Employment Opportunity Commission
Executive Residence at the White House
Export/Import Bank of the United States
Federal Deposit Insurance Corporation
Federal Election Commission
Federal Labor Relations Authority
Federal Trade Commission
General Services Administration
Government Accountability Office
Harry S Truman Scholarship Foundation
Inter-American Foundation
International Trade Commission
Japan/US Friendship Commission
John F. Kennedy Center for Performing Arts
Marine Mammal Commission
Medicare Payment Advisory Commission
Merit Systems Protection Board
Millennium Challenge Corporation
National Archives & Records Administration
National Council on Disability
National Credit Union Administration
National Labor Relations Board
National Mediation Board
National Science Foundation
National Transportation Safety Board
Nuclear Regulatory Commission
Office of Personnel Management
Office of Special Counsel
Office of Government Ethics
Overseas Private Investment Corporation
Pension Benefit Guaranty Corp
Public Defender Service of the Dist of Columbia
Railroad Retirement Board
Securities and Exchange Commission
Selective Service System
Small Business Administration
Superior Courts of the District of Columbia
Thrift Investment Board
U.S. Chemical and Safety Hazard Invest Board
U.S. Holocaust Memorial Museum
U. S. Institute of Peace
U.S. Trade and Development Agency
Vietnam Education Foundation

e-Pledge Benefits

15

- ✓ Provides **paperless payroll** pledging for donors
 - Submission of printed Pledge Form is not required
- ✓ Offers **simple and secure** collection method
- ✓ Requires **limited work** by the Federal department to implement
- ✓ **Integrates directly** into CFCNCA reporting database
- ✓ **Reduces errors** such as misrouted and/or missing payroll forms
- ✓ Ensures **timely delivery** to the payroll center
- ✓ **Eliminates manual entry** of pledge data by volunteers
- ✓ Enables **remote employees** (who have an NCA duty station) to participate without the hassle of paper forms

Pilot Program e-Pledge Steps

20

- 1) Enter e-Pledge process using agency specific instructions
- 2) Follow same 5-step process as CFCNCA e-Giving
 - Charity Search
 - Designate
 - ▣ Only for Payroll Deduction
 - Complete Donor Information
 - Review Pledge Details
 - Finish Pledge

21

Questions?