# ePledge Frequently Asked Questions

# What is ePledge?

The ePledge system is an online portal that provides an efficient vehicle for managing your employer's employee participation in the 2019 Philanthropy Cup, a joint employee campaign with United Way of Greater Waterbury and Saint Mary's Hospital Foundation. The system is designed with maximum security. All information is confidential.

# Is there a way to find out what I gave last year?

For gifts made to the United Way of Greater Waterbury, please contact Susan Fournier ((203) 757-9855 ext. 13 / sfournier@unitedwaygw.org) or Rebecca Williams ((203) 757-9855 ext. 18 / rwilliams@unitedwaygw.org). For gifts made to the Saint Mary's Hospital Foundation contact Britt Henry (203) 709-3270.

# Is my contribution to United Way tax-deductible?

Yes, in accordance with I.R.S. guidelines.

# What do I use as my tax receipt?

If you chose payroll deduction as your payment type, your 2019 payroll statement will be your tax receipt. For payments collected by the United Way of Greater Waterbury that totals \$250 for the calendar year will be mailed to the payor. Saint Mary's Foundation will provide tax receipt for the calendar year to the payor

# How will I know if my pledge was received?

Once you click "Finish" on the final ePledge page, an email will be sent to the email you provided. Please be sure to verify the information on the Confirmation page is accurate.

# What if I make a mistake or want to change/increase my pledge after I've already saved and exited the ePledge system?

Contact United Way of Greater Waterbury's Susan Fournier ((203) 757-9855 ext. 13 / sfournier@unitedwaygw.org) or Rebecca Williams ((203) 757-9855 ext. 18 / <u>rwilliams@unitedwaygw.org</u>).

# When do my payroll deductions start being taken out of my paycheck?

Your employer will take payments from your paycheck on the first pay period in January 2020.

# Will my pledge last year "just roll over?

No, you need to fill out a new pledge form.

# What is the minimum amount that can be charged to a credit card?

The minimum amount that can be charged on a credit card is \$50.

### When do credit cards get charged?

Your Credit Card will be charged based on the Payment Frequency you choose on the Pledge Information Page. If you select:

- "Today" your credit card will be charged immediately.
- "Monthly" your credit card will be charged the first week of each month.
- "Quarterly" your credit card will be charged the first week of March 2020, June 2020, September 2020, and December 2020.

### When do checks get cashed?

At the end of the ePledge campaign, checks will be tallied and returned to United Way. This process could take four to six weeks. It is important to print out your pledge confirmation and return it with your check to your Team Manager (see Menu Item).

### Can I give to a different United Way?

Yes, you can search for United Way's in the designation section of the Pledge Information page. To find a United Way by area, visit <u>www.unitedway.org/find-your-united-way</u>.

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# How do I know if an agency is a United Way partner agency?

If you have a question about whether an organization is a United Way partner agency, please either visit <u>www.unitedwaygw.org</u> or the agency's website.

# Can I give to more than one nonprofit organization?

Yes –Nonprofit's must be registered as 501c3 organizations and the minimum designation amount per agency is \$52. The goal of the Philanthropy Cup is to have 100% of employees contribute to the United Way, Saint Mary's Foundation or the nonprofit of their choice.

# I can't find my non-profit agency on the Search for United Ways, Partner Agencies and Non-Affiliated 501c3s. Can I still give to that non-profit agency?

Yes, you can use the Write-In button and add information about your non-profit agency.

# When will my designated non-profit agency receive my pledge?

Non-profit agencies that have been verified to be a compliant 501(c)3 organizations will receive quarterly payments (March 2020, June 2020, September 2020, and December 2020); payments will be based on the money collected on your pledge and for those pledges not paid in full at the time of the payment, will be prorated based on the designations.

# How does the United Way use my donation?

Your gift stays with the United Way of Greater Waterbury unless you designate it elsewhere. United Way funds local programs, services, and initiatives in the areas of Education, Basic Needs (food, shelter and healthcare) and Financial Security. United Way dollars are invested in the most daunting challenges – taking care of immediate needs and preventing problems from happening in the first place! United Way community impact investments are reviewed and evaluated by volunteers that are experienced in analyzing budgets, program efficiency and effectiveness.

# How does the Saint Mary's Foundation use my donation?

The Saint Mary's Foundation was formed by friends of Saint Mary's Hospital in 1990 to support Saint Mary's mission for caring for our community. Supporting Saint Mary's Hospital Foundation allows our Foundation to fill the needs of our hospital that capital budgets simply can't cover. All funds donated to our Foundation stay right here and ensure the best quality of care available to our patients and the community. We are here for the needs of every department and colleague. If you have a need, come ask if we can help.

### How do I get a paper pledge form?

A paper pledge form is another option to participate in the campaign. The form is available by visiting your employer's InfoNet site or contacting your Team Manager (see Menu Item). Once you complete the paper form, it should be returned, along with any payments (if applicable), to your Team Manager.

### What if I plan to retire at the end of the year?

First, congratulations! Please make your pledge with a credit card, check or cash and your pledge will be recorded in the current year. Payroll deduction is NOT an option.

# Where do I return my pledge card?

Please return your pledge card to your manager. You can find a complete list of managers on the epledge site.

### What if I have questions about how United Way of Greater Waterbury works?

Please visit our website at <u>https://www.unitedwaygw.org/about-us/faqs</u> or call Kristen Jacoby at (203) 757-9855 extension 21.

### What if I have questions about how the Saint Mary's Foundation works?

Please visit our website at hhtp://www.stmhfoundation.org or call Britt Henry (203)-709-3270

# What if I have additional questions?

Please contact either United Way of Greater Waterbury at (203) 757-9855 or Saint Mary's Hospital Foundation at (203) 709-3270.