

United Way FAQ

Where do I get a donation form?

Employees will receive a United Way packet from their manager after the campaign kick-off on October 6.

Donations may be made using paper forms or our new online donation form:

uwayhelps.org/Carle_Foundation.php. To request additional paper donation forms, please contact Human Resources at human.resources@carle.com or (217) 383-4000. You can also check with your manager who may have extra forms.

What are my options for making a donation?

1) Payroll deduction

This option allows you to have a set amount deducted from each paycheck. Deductions begin with the first period of 2012 and continue for one year (24 pay periods for physicians; 26 for all other employees).

2) Paid leave donation

Paid leave donations will be deducted from your paid leave bank in one lump sum in January 2012. You must leave at least 40 hours in your bank; hours are converted to cash based on your hourly rate. For example, if you make \$10/hour and donate 26 hours, the United Way Campaign receives \$260. This amount appears on your paycheck as supplemental wages and is subject to a 25% federal tax rate in addition to your state tax, FICA/MC and 403b/401k withholdings. As a result, your take-home pay will be reduced to cover your withholdings on one paycheck only. However, if you would prefer to reduce your donation by the amount of your taxes/withholdings, with no impact to your take-home pay, please mark the appropriate box on the pledge form.

3) Cash or check

Use a paper form or download one from uwayhelps.org/Carle_Foundation.php. Enclose your gift and route it through the courier to Carle Accounting or by mail at Carle Accounting, attention Dedee Hoel, 611 W. Park Street, Urbana, IL 61801.

4) Credit card

Online gifts may be charged to your VISA, MasterCard, American Express or Discover Card. Please write Carle Foundation in the "Comments" section of the form so that your donation can be properly credited. If you do not do this, United Way will not know the donation is from a Carle employee or physician.

Can I access the donation form from home?

Yes, you can access the online form from any computer that has an internet connection.

How do I designate that I want my donation to go to my hometown United Way instead of the United Way of Champaign County?

Your United Way designation will automatically go to your hometown United Way, based on your home zip code. To direct your donation to a different United Way agency: on the online form, select from the list or choose "Other" and write in the comment section which location you prefer; on the paper form, write which United Way agency you prefer on the "Specific Charitable Organization" line.

The paper form says there is a minimum \$100 for donations to specific charitable organizations. Does my donation to my hometown United Way have to be \$100 or more for it to be directed there, instead of to the United Way of Champaign County's Community Impact Fund?

No, your donation does NOT have to be \$100 for the donation to go to another United Way agency. However, the minimum of \$100 applies if you want your donation to be directed to a specific charitable organization (for example, Red Cross or Boy Scouts).

Will my donation be matched by Carle? Will the entire match go to United Way of Champaign County?

Carle is pleased to again offer a matching contribution for the campaign. If we reach our total goal of \$200,000 in physician and employee contributions, Carle will match up to \$115,000. The match will be distributed on a percentage basis among the entire list of the United Way locations that physicians and employees support, either through their hometown designation or their personal preference. For example, if 30% of the total employee contribution goes to United Way X, then 30% of the Carle match will be given to United Way X.

How does the donation raffle work this year?

Everyone who makes a gift to the campaign by 5 p.m., Monday, October 31, will be eligible for the prize drawing on November 11, 2011. Employees will receive one raffle entry for each week their donation is received, up to three total entries. So if you donate in the first week of the campaign (by 5 p.m. October 17) you will get three entries, in the second week of the campaign you will get two entries (by 5p.m. October 24), and in the last week of the campaign you will get one entry (5 p.m. October 31.) To be eligible each week, your donation must be received by the deadline. The earlier you make a gift, the more chances you'll have to win.

Who can I contact if my question isn't answered here?

Additional questions about the Carle United Way campaign can be directed to Lynne Barnes, vice president of hospital operations, via email at lynne.barnes@carle.com or by calling (217) 383-3057.