

**Combined Federal Campaign
VSF CFC #11324**

How does the CFC work?

Each fall, the U.S. Government offers all federal employees both civilian and the uniformed service the opportunity to support thousands of national and local charities. The largest workplace fund raising campaign in the world is the CFC. This fund raises on average \$200 million per year. The CFC is not one single campaign, but a collection of 370 local campaigns operating under a common set of regulations. About half of the workforce participates in the CFC with individual contributions near \$150 per person.

Wherever they may be, across the U.S. or overseas, the CFC provides each employee with a booklet that lists all eligible national and local charities and a pledge card. VSF as an eligible charity is automatically listed in every CFC booklet with the organizations 25 word statement, telephone number, internet web site and overhead percentage figures. An employee selects up to five charities he or she wishes to support. While employees may provide a one-time gift through a check or cash overwhelmingly they elect to have a set amount withheld from their paychecks and designate which charities are to benefit from their contribution.

The pledges then go to local campaign processing centers of which there are about 400 around the world. These offices forward the designation information to the appropriate payroll office. Deductions begin the following January. VSF's federation begins to receive the designations in March and forwards the first payment to VSF in April. VSF receives subsequent payments on a monthly basis.

CFC Life Cycle:

September through December	Campaign Kick Off administrative period
January through April	Campaigns start to deduct pledges from donors
May	VSF is informed of the expected total pledges to be sent.
May through April	Funds electronically transferred monthly based on pledges
August / September	Final transfer distribution is made after audit.

VSF CFC Number #11324

FEIN 13-3648561

How do I participate?

The first thing you have to realize when getting involved with the CFC is that the charities are all just the same as you. Each organization wants to do right for their charity and each one there respects you for being a veteran. This group of people appreciates what you have done for your country and when they find out how you are there to help other veterans, they will appreciate you even more.

Before going to any of the Kick Off sites that your local CFC area or group leaders schedule, you first have to find the areas covered in your state by the CFC. Go on the web to <http://apps.opm.gov/CampaignLocator/maps/Index.cfm> and click on your state. Then click on [Accessible version](#). A listing will come up of different sites with the areas covered in your state along with the CFC leader's names and contact information. E-mail or call the leader nearest your area of operation in your state. Explain who you are, who you are with and that you will be representing the Veterans Support Foundation, (VSF) in their area of the CFC. Explain that the VSF is a National Member, (CFC #11324), of the CFC and you would like to be included in all "Kick Off" functions in the area. Be as cooperative as you can. Ask if they can put you on their email list and have the schedule sent to you the same as the other participants.

It is my experience that they love having veterans participate as they are approaching Federal Employees for them to donate to their charities. You will add validity to their program. Do the above procedure with all CFC group leaders in your state, repeat the calls and request the same information from each CFC area of your state. You will find that some of the dates will overlap and be operating in more than one part of your state at the same time. Do not try to be superman and get to every place yourself. You will find it impossible to do it. Pick the correct ones that you believe will be good for you and your presentation will show it. Call on your Chapters for help. Explain the situation; provide them with a display and plenty of brochures on the workings of the VSF. Study the brochure, learn what programs and projects the VSF contributes to so that when someone asks you a question you can give them an intelligent answer. This will gain their trust and you should simply reaffirm that trust by stating, "We hope we can count on you and your members to help us help other veterans."

Remember you are representing VVA / VSF because you (your state) are the beneficiary of a VSF grant through CFC money and this is how you are showing your appreciation by spreading the word about VSF. With the money you receive, your veteran volunteers help the homeless veteran, help feed the hungry, you aid veterans of all wars and their families get the benefits they are entitled too. In addition you are supporting our new veterans to see they get the education and health care they need.

Also, when your fellow veteran dies, that he or she gets the respectful military send off that befits them. These are just some of the things that we know you do but the rest of the CFC does not know about because we have never informed them of what we do. Now is the time. Give them the figures on the homeless veteran population, let

them see how big the problem is, tell them about the PTSD / TBI problem so that they understand what our veterans are going through and how to help them.

We will be up front with you and tell you straight up, this is not an easy project, but it is one you will be proud you have done once it is over. A side advantage of working the CFC Kick Offs is that you get to meet a lot of interesting people from all over that represent other charities and ones that you can never count out for helping you or a client or veteran you may have that you can't get the service he or she needs. Talk to them. Their jobs are not only to raise money for their charities but to also help people in need just like you.

You will most likely go from September into December with the Kick Off schedule and then it is over as quickly as it started. At that point make sure you touch base with the CFC Coordinators and tell them thank you for their help. Advise them that you will be looking forward to next year's CFC season. You must remain positive through the whole project. This may be easier said than done. But if you do not remain positive people may think the worst of veterans and this we do not want.

The Structure of the CFC efforts:

The majority of 2000 charities that participate in the CFC belong to "federations" that assist the charities with marketing, the application process, and the receipt and disbursement of the contributions pledged. The federation to which VSF belongs is the Military Family & Veterans Service Organizations of America. (MFVSOA) MFVSOA is a non-profit 501 C-3 organization, governed by a board of directors and comprised of 50 plus charities including, but not limited to the Blinded Veteran Association, Airmen Memorial Foundation, as examples. MFVSOA's sole purpose is to represent the organizations belonging to the federation in workplace fund raising campaigns.

The U.S. Office of Personnel Management (OPM) is the regulatory body that oversees the CFC campaign. It requires that the majority of the charities in the CFC belong to a federation because it is preferable for them to communicate with one point of contact, i.e., the federation rather than with the charities individually.

MFVSOA contracts with a consulting firm, Maguire / Maguire, Inc., based in Corte Madera, California for many of the services required by the charities belonging to the federation. Such services may include review of applications, monitoring of CFC regulations, marketing support and receipt / disbursement of funds.