

**From:** Smith, Deirdre  
**To:** [NDE ALL Staff](#)  
**Subject:** Logistics - Note To Employees - 2016 Charitable Giving Materials  
**Date:** Thursday, July 28, 2016 4:02:00 PM

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To: NDE Employees  
From: Deirdre Smith, NDE HR

RE: Logistics - 2016 Charitable Giving Materials

The Nebraska Charitable Giving Campaign Challenge – “Pulling Together to Give the Good Life” will be from August 1<sup>st</sup> through August 26, 2016.

### **The Power of Choice**

One of the most unique things about our campaign has always been the power of choice. Employees have the power to choose where you want your dollars to go. With over 400 charitable organizations participating in the State’s campaign it is easy to find one that has touched your life or a life of someone you know.

### **Activities !!!**

As in previous years, the NDE will host a Charitable Giving – Kick Off Meeting.

- Please save the date of **August 10<sup>th</sup> @ 10:30 am.**
- This kick off meeting will be held in the State Board Room & also via Adobe Link. The Link will be provided that day via email. Those employees inside the State Office building are encourage to swing on down and participate in person.

We encourage all staff to participate in this kick off meeting. At the meeting we will share with you information surrounding the Campaign, our NDE Activities, and additional Team 4 Activities.

### **Online Pledge Forms**

This year employees will be provided with the ability to submit payroll contributions through the online pledging process. **On Tuesday, August 2<sup>nd</sup>,** employees will start receiving a link to their online individualized pledge form. The online pledge form is very customer-service focused and easy to use for employees. DAS has received many positive comments from the employees who participated in online giving last year.

- **Emails will be coming from the following email address - [info@unitedwaylincoln.org](mailto:info@unitedwaylincoln.org). This is the authorized email address for the State sponsored program.**

The link in the email will take employees directly to their 2016 Charitable Giving Pledge Form (they will be provided an username and login information to view their forms).

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We do understand that some employees may feel more comfortable giving by the paper form and you may complete the paper form if you prefer.

A pdf version of the blank pledge form is available online at:

<http://das.nebraska.gov/giving/assets/pledge-card-2016.pdf>.

Please note: We will no longer have PRINTED personalized pledge forms.

*Blank Pledge Forms (cash or check) --- Employees are to send these into NDE Human Resources. Employees keep the pink copy.*

- *Reminder: Make sure the form is completed correctly (check the math, number of deductions, check to make sure your name and your employee ID number is clearly indicated on the form, etc.) Don't forget to include your cash/check in the envelope!*

### **2016 Charitable Giving Challenge Teams -- NDE is on TEAM 4 – Our Team Leaders are Rhonda Lahm and Darrell Fisher**

For the 2016 Charitable Giving Challenge Teams we have kept all [team assignments](#) the same as last year. Please see the attached poster for more information on the makeup of each team! This year our challenge teams are “paddling” it out on the Platte River (every \$240 raised by the team equals one mile on the Platte River). We will be tracking the team progress as they cross the State during this year’s Charitable Giving Challenge on the Charitable Giving Website!

- State of Nebraska Saltdogs Night @ the Ballpark - August 26<sup>th</sup> @ 6:36 PM
- Additional - Team 4 Activities are currently being crafted and designed. As more information becomes available, I will pass it along.

### **2016 State Charitable Giving Website**

The State 2016 Charitable Giving Website is also live at:

<http://das.nebraska.gov/giving/>. On it you will find many helpful links including blank pledge forms, brochure copies, poster copies, information on what our dollars do for the charities, a timeline of some of the charitable giving events that have been scheduled and so much more. DAS - State Personnel will be updating this website periodically as they receive new stories and additional information. This website will also list special events and activities on the event section.

### **NDE Resources and Webpage**

- The direct LINK to our Charitable Giving reference webpage - [Click Here](#)  
(The path on [InsideNDE](#) is HR Division/Activities and Events/Community Involvement Activities/Charitable Giving)
- The materials provided and instructions for this program will be

referenced on this page for your use.

Keep Smiling,

*Deirdre Smith*

Human Resources

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