

Directions for Using PAYROLL GIVING CARD

Section One: This section authorizes payroll deduction. Fill out the requested information (Be sure to circle number of your pay periods). An "X" has been placed in the United Teachers Educational Foundation box under the "New" column for you. Write in the amount (We suggest \$10) to be donated each pay period, write your signature, and date your signature. LAUSD will not payroll deduct less than \$2 per pay period. If you would also like to donate to other causes, place an "X" in the "New" column opposite the charity, and write in a per pay-period amount.

Section Three: This section enables you to designate the specific recipient of your contribution within the purview of the agency designated in Section One. The information needed to designate ISCA as the recipient of your contribution has been filled in for you. Enter the per pay period amount that you have selected in the space provided, and check "(√) payroll deduction". If you designated another charity in addition to ISCA to receive funds on payroll deduction in Section One, fill in the appropriate information in the blanks provided.

Section Two: This section enables you to make a one-time contribution rather than a payroll-deduction contribution. If this is your choice, enclose a check for the amount of your contribution with this card. Enter the amount and check number in the spaces provided. Then go to Section Three and check "(√) one time gift to go to this specific charity".

Section Four: Only use this section if you designated a specific charity other than ISCA to receive a one-time contribution in Section Two. If your contribution is to ISCA, skip this section.

Section Five: Complete this section to receive acknowledgement of your gift.

MAIL THE COMPLETED FORM, OR COMPLETED FORM AND CHECK FOR ONE-TIME CONTRIBUTION TO:

United Teachers Educational Foundation
c/o Barbara Harvey
3303 Wilshire Boulevard 10th Floor
Los Angeles, CA 90010

Or turn it in as part of the LAUSD Sharing Brings Hope Campaign at your school.

Thank you for supporting the work of The Institute for Standards, Curricula and Assessments (ISCA).

SHARING BRINGS HOPE

PAYROLL GIVING CARD

Section One: PAYROLL AUTHORIZATION

Complete Section One to authorize a new payroll deduction(s), to increase existing deduction(s) or to cancel old deduction(s). All may be done on a single form.

Employee Name _____ Employee No. _____ # of pay periods **10 11 12** (Must circle one)
 Location Code _____ School/Dept. _____ Total amount of my gift is \$ _____ x _____ # (of pay periods) = \$ _____ for the year.

I hereby authorize my employer to deduct the amount indicated from each pay period. This authorization will remain in force until cancelled by me. The minimum amount is \$2.00 per agency(ies) per pay period. Participation in this campaign indicated your specific understanding that your name and office/work information will be provided to the agency/charity receiving your donation.

Signature X _____

Cannot process without signature

Date _____

NEW: Any new payroll deduction.

CHANGE: A change will replace existing dollar deductions amounts. Please write the new amount only.

CANCEL: To cancel existing payroll deduction.

New	Change	Cancel	Payroll Code	Fund Distribution Agency Code	\$ Amount Per Pay Period
			9105	Asian Pacific Community Fund	
			9102	Brotherhood Crusade	
			9106	Community Health Charities of California	
			9107	Earth Share of California	
			9112	Hispanic Scholarship Fund	
			9115	Kathryn Kurka Children's Health Fund, Inc.	
			9104	LAUSD Employee Sponsored Scholarship Fund	
			9110	Los Angeles Trust for Children's Health	
			9111	United Latino Fund	
			9103	United Negro College Fund	
			9116	United Teachers Educational Foundation	
			9101	United Way of Greater Los Angeles	

DO NOT DETACH

Section Two: ONE-TIME GIFT

Complete Section Two to make a one time gift. Please indicate your charity(ies) of your choice under Section Three. If no charity(ies) is/are selected the funds will be included in the ALL Charities category and divided equally among the participating Fund Distribution Agencies.

This is a one time gift of \$ _____ to the LAUSD Consolidated Charitable Campaign.
 Check # _____ ALL CHECKS MUST BE PAYABLE TO THE LAUSDCCC.

Section Three: DONOR DESIGNATION

Complete section three to designate your gift, either payroll deduction or one-time gift, to a specific charity. You may designate to any 501(c)(3) nonprofit organization through your LAUSD Consolidated Charitable Campaign, but you must select one of the authorized Fund Distribution Agencies in Section Four to handle these funds.

If you are designating to one of the almost 700 charities listed in the brochure under the umbrella of one of the (12) twelve Fund Distribution Agencies then you need only write in the name of the charity. But if you wish your donation to go to any other 501(c)(3) nonprofit organization, it is vital that you provide all the requested information.

I would like my donation of \$ _____ () payroll deduction or () one-time gift of cash/check to go to this specific charity:

Complete Name of Charity: _____ Phone: _____

Complete Address: _____

I would like my donation of \$ _____ () payroll deduction or () one-time gift of cash/check to go to this specific charity:

Complete Name of Charity: _____ Phone: _____

Complete Address: _____

Section Four: FDA AUTHORIZATION

Complete this section to 1) to choose a Fund Distribution Agency or Agencies to receive your one-time gift of cash or check; 2) to select a Fund Distribution Agencies to process your designated gift to any 501(c)(3) non profit organization. The Fund Distribution Agencies generally charge a nominal fee to cover the administrative costs of transferring these funds. Please check with your coordinator to receive a listing of these fees.

- | | |
|---|--|
| <input type="checkbox"/> Asian Pacific Community Fund | <input type="checkbox"/> Kathryn Kurka Children's Health Fund |
| <input type="checkbox"/> Brotherhood Crusade | <input type="checkbox"/> LAUSD Employee Sponsored Scholarship Fund |
| <input type="checkbox"/> Community Health Charities of CA | <input type="checkbox"/> United Latino Fund |
| <input type="checkbox"/> Earth Share of California | <input type="checkbox"/> United Way of Greater Los Angeles |

Section Five: ACKNOWLEDGEMENT

Complete Section Five to request acknowledgement of your gift. This section may be completed for both payroll deductions and one-time gifts. Please complete this section thoroughly to ensure adequate recognition of your gift. If you do not complete this section, the charity(ies) will not be able to contact you to recognize your generous gift. Disclosure of this information will allow the charity(ies) to update you about the vital services your contribution is funding.

Last Name _____ First _____ Email _____
 Home Address _____ City _____ Zip _____
 Day Phone () _____ School/Dept. _____

Thank you for giving through the Los Angeles Unified School District Consolidated Charitable Campaign. Fund Distribution Agencies do not provide goods or services in return or exchange for their contribution.



For over a decade, the Sharing Brings Hope Consolidated Charitable Campaign has raised donations in your schools and offices. Every February and March, LAUSD's staff, teachers and students contribute time, passion and donations to the Sharing Brings Hope campaign. LAUSD employees are generous, giving people who really care about our communities and the people who live in them.

The Sharing Brings Hope Campaign joins together many of the most prominent and effective charitable federations in Los Angeles. This campaign funds over 700 local charities that reach out to the communities of Greater Los Angeles and the people who live in them. LAUSD employees have started four of the participating agencies. This really is YOUR campaign. Your support funds all twelve of these hardworking agencies.

- The **Asian Pacific Community Fund** programs include: student tutoring, adult education and youth leadership programs and supports over 25 charities.
- Your dollars support job training and teen counseling provided by the **Brotherhood Crusade**.
- **Community Health Charities of California** has over 50 health-oriented charities that provide services and information to all communities of Los Angeles. Our member charities cover the health needs of everyone, from infants to seniors.
- **Earth Share of California** supports member groups that promote vital programs for an environmentally sustainable life style for all residents of greater Los Angeles.
- The **Hispanic Scholarship Fund** provides the Latino community more college scholarships and educational outreach support than any other organization in the country.
- The **Kathryn Kurka Children's Health Fund** provides glasses, dental care and other medical care for LAUSD students who have no other resources.
- The **LAUSD Employee Sponsored Scholarship Fund** assists graduating seniors with financial assistance that allows them to attend colleges and universities.
- The **Los Angeles Trust for Children's Health** provides essential healthcare services for LAUSD students who have no other resources.
- The **United Latino Fund** provides funding for training for many Latino social service organizations that in turn, provide much needed services to the people of Los Angeles County.
- The **United Negro College Fund** is the nation's oldest and most successful minority higher education assistance organization. UNCF awards more financial assistance to African American students than any other entity beside the government.
- The **United Teachers Educational Foundation** prepares, trains and guarantees teachers have the skills to best instruct their students. .
- **United Way of Greater Los Angeles** helps "bridge the gap" in Los Angeles County by supporting more than 250 local charities that help youth succeed, strengthen families and assist people in need through learning, empowering and caring.

Last year the Sharing Brings Hope Campaign raised over \$1.2 million dollars!
Your Sharing does bring Hope to many people in greater Los Angeles.

