



United Way of Greater Kansas City Donor Frequently Asked Questions Campaign Year 2023 (update)

What does the Campaign Year 2023 mean?

United Way of Greater Kansas City runs campaigns on a fiscal year schedule from July – June. Campaign Year 2023 began on July 1st, 2023 and runs through June 30th, 2024. All fully paid to be billed, cash, check, and credit card pledges submitted by donors for any workplace campaign or directly to United Way of Greater Kansas City within these dates are made in Campaign Year 2023. This means you may receive pledge statements, acknowledgements, or tax receipts in calendar year 2024 for Campaign Year 2023.

I don't live in Kansas City, why is United Way of Greater Kansas City managing my donation?

United Way of Greater Kansas City runs several national and regional campaigns for companies with headquarters located in Kansas City. This includes managing various donor related pledge tasks including submissions, designations, collections, and facilitation for employees that may or may not live/work in Kansas City as well.

Is there an administrative fee taken out of designated gifts or local United Way donation?

United Way of Greater Kansas City changed its administrative fee policy beginning in Campaign Year 2022. Donors located outside of Kansas City donating to their local United Way AND designated contributions for pledges will **not** be discounted or reduced for pledge loss, administrative costs, or fundraising costs. Cash, check, and gifts of stock will be paid based on the actual amount received from the donor. Payroll deduction pledges will be paid based on the actual amount received and United Way will make a final payment to fulfill the total pledge amount at the end of the campaign cycle.

To cover the administrative and fundraising costs associated with the processing and distribution of designated contributions and pledge loss due to employee turnover, United Way of Greater Kansas City encourages donors pledging through their workplace campaign to direct some or all their gift to United Way of Greater Kansas City.

For Campaign Years 2021 or prior, there was a 12.5% administrative fee retained by UWGKC for administrative and fundraising expenses. These fees were and are still collected first for any remaining Campaign Year 2021 related payments and then the remaining amount collected will be sent to the agency.

When are donor-designated contributions paid out?

United Way of Greater Kansas City will distribute donor's designations to agencies in the following calendar quarter after a pledge payment is received from the employer or donor, specifically April for Q1, July for Q2, etc... Payroll deduction payments on behalf of donors are received from employers on various schedules in various amounts per employer. United Way of Greater Kansas City will pay out all designations to agencies from the 2023 campaign on or before Q2 of 2025. Should you have further questions or need additional information, please feel free to contact designations@uwgkc.org.

How does the agency receive my designated donation?

Agencies will receive donor designated funds via paper check mailed to their associated address on their [Guidestar profile](#), direct website when applicable, or when it is provided to the United Way of Greater Kansas

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City team directly in writing by the agency via an information update form. Additionally, an agency can set up ACH designation payment distribution and will have a donor report portal login and profile created with the United Way of Greater Kansas City team by emailing designations@uwgkc.org.

If a donor selected the anonymous option on their donation the designated agency will NOT receive any detail about the individual donor with the payment. **It is encouraged that donors reach out to their designated agency as notice directly with the anticipated payment schedule and your designation information based on your pledge method noted previously.** You may also cc designations@uwgkc.org and devops@uwgkc.org to help facilitate information sharing regarding designation and payment details in any contact with your agency.

Is there a minimum pledge amount for donors to direct their contribution?

Each designation to an agency must be at least \$50 to minimize the administrative costs of handling the designation; any designated gift of less than \$50 will be directed to United Way's Impact 100 fund or local version of their United Way's Community Care Fund.

What are the qualifications for an agency to receive designations from United Way of Greater Kansas City?

All write-in designations submitted by donors go through an auditing process by the United Way of Greater Kansas City team. An organization must be a charitable organization as described in section 501(c)(3) of the Internal Revenue Code operating in the United States and in good standing. Additionally, the organization may not appear on any anti-terrorism watch lists and will be required to complete a contact information worksheet. United Way of Greater Kansas City has the right to refuse a designation to an unaffiliated agency if that agency is not in good standing with the IRS or appears on the U.S. Government watch list. If your selected organization is ineligible, the United Way of Greater Kansas City will contact you to redirect your gift to another qualified organization.

I still have additional questions about my designation. Who should I contact?

We encourage you or your agency to contact the United Way of Greater Kansas City team directly. Please email designations@uwgkc.org for specific answers to any continued questions.