

Fall 2018 Donations and Designations

Frequently Asked Questions



1. **Q. Is my United Way donation tax deductible?**
 - A. Yes, your charitable United Way donation is deductible in the year it is paid to United Way of the Capital Region.

2. **Q. What records should I keep regarding my United Way donation for tax purposes?**
 - A. **Payroll deduction gifts:** No receipts will be sent. Please keep a copy of your United Way pledge information, as well as your pay stub, W-2 or other employer documentation.
Direct Gifts: Receipts are automatically sent in January to all donors who contribute at least \$250 via cash, check or credit card for the preceding tax year. Please consult your tax advisor for more information.

3. **Q. Can I designate my United Way donation to another agency and is there a minimum amount I can designate?**
 - A. Yes, you can designate your gift to another agency. Currently there is no minimum designation amount.

4. **Q. What organizations can I designate my United Way donation to?**
 - A. Agencies that are both an active 501(c)3 organization according to the IRS and compliant with the Patriot Act.

5. **Q. What if the organization I designate to does not meet the requirements above?**
 - A. United Way of the Capital Region makes numerous attempts to reach your designated agency. For any agency who does not respond, United Way will contact you for new instructions. If we are unable to contact you, the monies will be directed to United Way's Community Impact Fund.

6. **Q. What fees are charged on my designation?**
 - A. **For donations raised and distributed solely by United Way of the Capital Region** your designated agency will receive 98.5 percent of your gift. See a list of our Cornerstone Partners who make this possible at <https://www.uwcr.org/give/corporate-champions/cornerstone-partners>.
For regional/national campaigns where United Way of the Capital Region is the distributor and the donor works outside of our solicitation area, a fee is calculated using the IRS form 990 as dictated by industry and United Way Worldwide standards. For the 2018 campaign, an administrative cost of 6.2 percent and a fundraising cost of 8.3 percent will apply to these donations. Please see your campaign coordinator for campaigns where United Way of the Capital Region is **not** the distributor.

7. **Q. When is my agency notified of my designation?**
 - A. Agencies can view their designation and payout information at any time via our online portal, Agencylink, at: <https://agencylink.uwcr.org/agencylink/allLogin.aspx>

8. **Q. When is my designation paid to the agency?**
 - A. Designations are paid based on actual pledge collections. The first payout of the new campaign is made in January for all designations that are fully paid as-of December 31 of the prior year. Then beginning in April, a payout is done every other month through October. United Way of the Capital Region must collect at least \$200 for a payment to be issued to a designated agency during this time frame (except for the August payout where the minimum to receive a payment drops to \$100). Additional campaign payouts are made in January and April of the following year for all designated dollars collected.

For more information on your charitable donation, please see www.irs.gov or www.patriotact.com.