



**STATE EMPLOYEES' CHARITABLE CAMPAIGN  
SEPTEMBER 1 – OCTOBER 31**

## **ePledge – Special Event Online Donation**

Website: <https://secc.delaware.gov>

ePledge using same Self Service login email and password as on my.delaware.gov

For assistance, please call the E-Business helpline at 302-573-3791



## 2022 SECC ePledge – Special Event Online Donation Instructions

This year, employees may make credit or debit card payments towards certain special events. Check with your agency [Chair or Captain](#) to find out more about special fundraising events. To see the special events that have been set up in ePledge, click the ePledge-Donate button on the SECC website where you will be redirected to enter the same username and password as Self Service on [my.delaware.gov](http://my.delaware.gov).

### Pledge Options

- Please duplicate my pledge and designations from last year but increase it by this percentage
- Please duplicate my pledge and designations from last year but increase my ANNUAL gift by this amount
- I would like to pledge and designate exactly like last year
- Enter a new gift with preloaded details from previous year
- I would like to enter a new pledge this year

### Designation Options

- Instead of directing my gift this year, I would like my gift to go where it's needed most (undesigned).

NEXT

CANCEL

1. If you **have not** submitted a payroll or credit card pledge yet and initially see the previous year's donation screen upon logging in, you may need to click next to **would like to enter a new pledge this year** in order to redirect to the ePledge page where **Special Event** is available.

you have already pledged. Thank you for your gift of \$390.00. Press "New/Additional Pledge" to make an additional gift, or select "Update" to change your existing gift.

Campaign Year	2022
Campaign Name	SECC Campaign - Processing
Transaction Type	Employee Payroll
Transaction Status	110 - Entered
Transaction Number	
Envelope Number	
Employer	State Employees' Charitable Campaign
Transaction Date	08/17/2022
Pledge Type	Payroll Deduction
Pledge Amount	\$390.00
Number of Deductions	26

NEW/ADDITIONAL PLEDGE


UPDATE

RESEND CONFIRMATION


CANCEL

- If you **have** already submitted a payroll or credit card pledge, you may need to click **New Additional Pledge** to redirect to the ePledge page where **Special Event** is available.


**PLEASE SELECT YOUR PLEDGE TYPE**




Payroll Deduction



Credit Card - paid with one immediate transaction



Special Event



I do not wish to participate at this time.

Enter the quantity or amount to the event you want to participate

Events	Unit/Fixed Cost	Quantity	Amount
▼ SAMPLE EVENT GROUP			
Bake Sale SAMPLE EVENT		<input style="width: 80%;" type="text"/>	\$0.00

**Total: \$0.00**

- Under the section called “Please Select Your Pledge Type,” select the **Special Event** option so that the box is highlighted blue. This option allows you to give towards any special event that has been set up and made available to contribute to online.
- Chairs and Captains will share detailed information with employees about special fundraising events their agencies are holding.
- Hover over the event of interest to see more information.
- From the list of available special events, enter the amount in the box next to the special event you are paying towards.
- To receive an email confirmation with your pledge information, enter your email address and select to first option, “I want the system to automatically e-mail my confirmation receipt to me.”

**PLEASE CHECK YOUR INFORMATION BELOW.**

\* e-Pledge e-Mail

Items marked with an asterisk (\*) are required in some circumstances.

I want the system to automatically E-Mail my confirmation receipt to me.

I wish to be acknowledged by my designated charitable organizations.

I have authorized release of my e-Mail for this purpose.

I wish to release my name to my designated charitable organizations.

- Under the section called “Payment Authorization” enter your credit card information.

### PAYMENT AUTHORIZATION

**Billing Information**

\*First Name: First  
\*Last Name: Last  
\*Address: Address  
\*City: City  
\*Country: United States of America  
\*State/Province: Delaware  
\*Zip/Postal Code: 19999  
\*Email: first.last@delaware.gov

**Payment Details**

Payment Type: Credit Card  
\*Credit Card Type: American Express  
\*Credit Card Number: 1234567890123456  
\*Expiration Date: 12 / 2025

Items marked with an asterisk (\*) are required.  
The information that is entered on this page is not captured by United Way. Anything that is pre-populated is based on values already captured, to make the check-out process more convenient. Any additional information that is entered, or any changes to pre-populated information, will not be captured by United Way. This information is used by CyberSource for identification verification.

8. Then, select Confirm to complete payment.

**CONFIRM**

**CANCEL**

9. Follow any additional instructions that have been communicated about the special event or contact the agency Chair or Captain, including providing proof on online payment.