

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

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

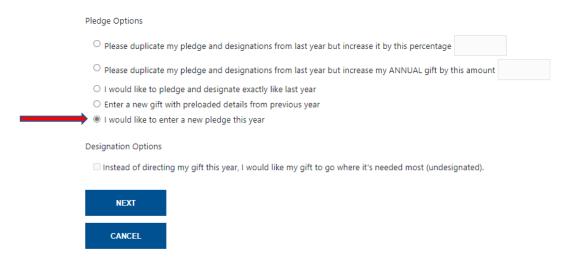
Website: <a href="https://secc.delaware.gov">https://secc.delaware.gov</a>

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

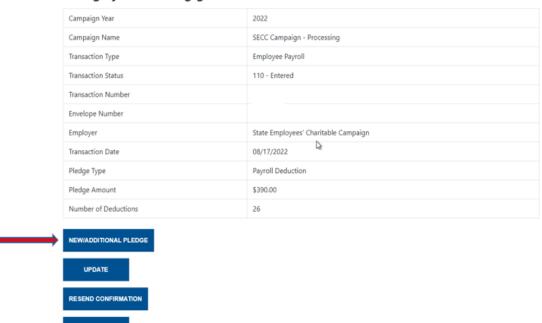


This year, employees may make credit or debit card payments towards certain special events. Check with your agency <a href="Chair or Captain">Chair or Captain</a> to find out more about special fundraising events. To see the special events that have been set up in ePledge, click the ePledge-Donate button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

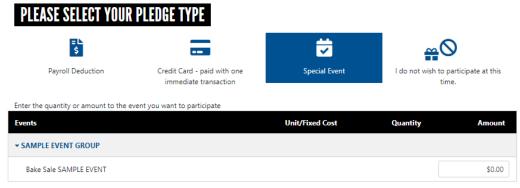


If you have not submitted a payroll or credit card pledge yet and initially see the
previous year's donation screen upon logging in, you may need to click next to I
would like to enter a new pledge this year in order to redirect to the ePledge page
where Special Event is available.

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.



 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.

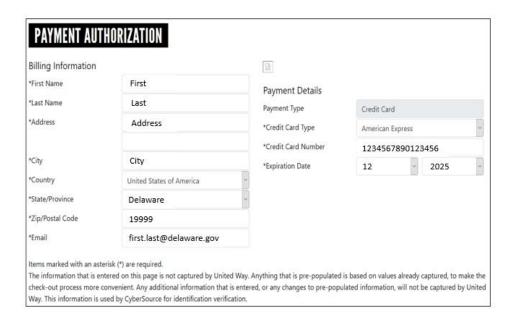


Total: \$0.00

- 2. 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.
- 3. Chairs and Captains will share detailed information with employees about special fundraising events their agencies are holding.
- 4. Hover over the event of interest to see more information.
- 5. From the list of available special events, enter the amount in the box next to the special event you are paying towards.
- 6. 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."



7. Under the section called "Payment Authorization" enter your credit card information.



8. Then, select Confirm to complete payment.



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.