



**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



SECC ePledge – Special Event Online Donation Instructions

Employees may make online 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 Donate Online-ePledge button on the SECC website where you will be redirected to enter the same username and password as Self Service on my.delaware.gov.

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 **I would like to enter a new pledge this year** in order to redirect to the ePledge page where **Special Event** is available.

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 (undesignated).

NEXT

CANCEL

2. 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.

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

- 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.

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			\$0.00

Total: \$0.00

- Chairs and Captains will share detailed information with employees about special fundraising events their agencies are holding.
- Hover your mouse 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

first.last@delaware.gov

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 debit or credit card information.

SECC ePledge – Special Event Online Donation Instructions

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.

- Then, select Confirm to complete payment. A receipt will be sent to the email address that was provided.

CONFIRM

CANCEL

- Follow any additional instructions that have been communicated about the special event or contact the agency Chair or Captain, which may include providing proof of your online payment.