



**Welcome
COMECC
Key Persons!**

Welcome!

Scott Olson
COMECC
Administration



COMECC Makes a Difference!



**Peggy
MacLeod**
Center for Ecological
Technology



Agenda

 Introduction of your COMECC Team

 The New COMECC

 The What, When, How of COMECC

 Thank you

 Questions?

Your COMECC Team

- ➡ Action for Boston Community Development (ABCD), Statewide Campaign Manager
 - ➡ Susan Kooperstein, Duke Hutchinson, Jill Lewis (primary contact during the campaign)
- ➡ Regional Campaign Managers
 - ➡ I.....Duke Hutchinson, ABCD
 - ➡ II....Jill Lewis, ABCD
 - ➡ III...Phil Wettengel, United Way of Central Mass
 - ➡ IV...Linda Markwald, Community Health Charities of MA
 - ➡ V....Bob Lee, Berkshire United Way
- ➡ COMECC Admin...Scott Olson and Sungjun Park

The New COMECC

Our values

-  COMECC cares...a tradition of giving
 -  Giving is personal, private and confidential
 -  Charities and options employees want
 -  Strive to reduce costs, increase participation rate
- ## Administration/ANF are very supportive
-  Renewed energy and enthusiasm
- ## Agency Head determines campaign activities
- ## Eye-catching promotional materials
- ## Dynamic and engaging campaign events



What, When, How of COMECC

Materials and Distribution

 Pledge Form and Pledge Options

 Listing Sheet

 Campaign Report Envelope

 Campaign brochure

 Campaign poster

 Campaign billboards

 Campaign timeline

 Campaign events

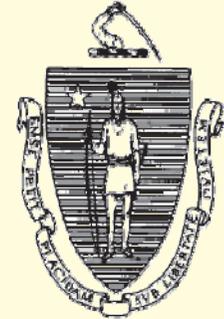
 COMECC website



The COMECC Pledge Form

C O M E C C

2011 Commonwealth of Massachusetts Employees Charitable Campaign



Name:
Dept ID:
Maildrop:

Employee Number:
COMECC Region:

Your annual contribution to COMECC may be made through:

Please select either #1 OR #2, then continue.

- Easy bi-weekly payroll deductions
- One-time by payroll deduction
- A personal check (please make checks payable to COMECC)
- Online at www.COMECC.net

1. Payroll Deduction:

A.) I want to contribute the following amount each pay period. Deductions begin January 2011 and end December 2011. This pledge may be cancelled at any time.

\$25.00 \$15.00 \$10.00 \$5.00 \$3.00 Other \$ _____

B.) OR I want to contribute the following amount ONE Time \$ _____

C.) Therefore MY ANNUAL GIFT is \$ _____ (from 1A or 1B)

2. Direct Payment:

I make a direct gift of \$ _____ to be paid by check (make payable to COMECC)

3. Employee Signature _____ Date _____

Available on line at
COMECC.net!

PLEASE RETURN THIS PORTION TO YOUR CAMPAIGN KEY PERSON

Payroll Department Copy



Pledge Form (cont.)

C O M E C C

2011 Commonwealth of Massachusetts Employees Charitable Campaign



Name:
Dept ID:
Maidrop:

COMECC Region:

Please Select Where You Want Your Money to Go

4. To designate one or more charities listed in the brochure provided, fill in the charity code and the annual dollar amount to each charity in the boxes below. The total should agree with the ANNUAL GIFT amount in 1C or 2.

CHARITY CODE		AMOUNT									

Name of Charity

Name of Charity

Name of Charity

Name of Charity

5. My total annual gift is \$ _____ (sum of amounts in no. 4) →

MUST CHECK ONE BOX

Bi-weekly Payroll Deduction
 One Time Payroll Deduction
 Check

Name Release Authorization

I DO NOT wish to release my name and address information to the charities.
 6. I DO

Please fill out the following, **ONLY** if you would like your address information released to the charities.

HOME ADDRESS _____

CITY _____ STATE _____ ZIP _____

7. Employee Signature _____ Date _____ Work Phone/e-mail _____

PLEASE RETURN THIS PORTION TO YOUR CAMPAIGN KEY PERSON

Campaign Manager Copy



Pledge Form (cont.)

C O M E C C

2011 Commonwealth of Massachusetts Employees Charitable Campaign

THANK YOU FOR YOUR CONTRIBUTION!



Name:

For your records, please record your total annual gift here: \$ _____

You may use this space to note the code number(s) or name(s) of the charities you designated.

Contribution received by _____

Date _____

COMECC does not provide any goods or services to contributors as a whole or partial consideration for any gift.

Employee Copy



Should Pledge Form Change?

Commonwealth of Massachusetts Employees Charitable Campaign



Name: _____ COMECC Region: _____ Mail Drop Code: _____
 Department: _____ Dept Code: _____
 Building: _____ Employee Number: _____

Select Payment Option

EASY PAYROLL DEDUCTION:

I want to contribute the following amount as a payroll deduction each pay period.
 This request is for the period January 2006 through December 2006. This pledge may be cancelled at any time.

Amount per Pay Period \$50.00 \$30.00 \$20.00 \$10.00 \$5.00 Other \$ _____

Number of Pay Periods 26 (full year) _____ Other _____ My total annual gift is _____ (amount X number of pay periods)

Employee Signature _____ Date _____

DIRECT PAYMENT:

I want to make a direct gift of \$ _____ to be paid by Check (make check payable to COMECC) _____ Cash

Please Select Where You Wish Your Money to Go

To designate one or more charities listed in the brochure provided, fill in the charity by number and the annual dollar amount in the boxes below. Attach a separate sheet for additional charities, if desired.

CHARITY	AMOUNT	CHARITY	AMOUNT	CHARITY	AMOUNT	CHARITY	AMOUNT

Name of Charity _____ Name of Charity _____ Name of Charity _____ Name of Charity _____

Acknowledge Receipt of Gift Name Release Authorization (Please Check One Box)

I DO I DO NOT want my name and address released to the charity(ies) I have designated above.

My home address is: _____ City _____ State _____ Zip _____

THANK YOU FOR YOUR CONTRIBUTION

7239

White: Payroll Clerk

Yellow: Local Campaign Manager

Pink: Donor Receipt



A tradition of giving!



Listing Sheet

COMMONWEALTH OF MASSACHUSETTS EMPLOYEES
CHARITABLE CAMPAIGN
LISTING SHEET

Sheet No. _____

Date _____

DEPARTMENT
OR AGENCY ID _____

KEY PERSON/SOLICITOR _____

INSTRUCTIONS

Please list below the name of each employee that has contributed. Group pledge cards by payroll deductions then pledge cards with checks attached. All pledge cards should be in the order in which they are listed. Send the top section of the pledge card (White) to your Payroll Office. Place the Yellow section of the pledge card in the Report Envelope with a copy of this listing sheet. Listing sheet totals and Report Envelope totals must match. Thank you.

	NAME OF CONTRIBUTOR	ANNUAL PAYROLL DEDUCTION	CHECKS	TOTAL
1				
2				
3				



Campaign Report Envelope

The Commonwealth of Massachusetts
Employees Charitable Campaign Report

COMECC REGION _____
(AS LISTED ON PLEDGE CARD)

DEPARTMENT ID _____
(AS LISTED ON PLEDGE CARD)

DEPARTMENT OR AGENCY _____

KEY PERSON NAME _____

DEPARTMENT ADDRESS _____

CITY _____ ZIP _____ PHONE _____

EMAIL _____

ONE DEPARTMENT & ONE REGION PER ENVELOPE
(circle one) I II III IV V

PLEASE REPORT ONLY THE AMOUNT IN THIS ENVELOPE

SUMMARY	NO. GIFTS	TOTALS
PAYROLL DEDUCTION PLEDGES <small>(enclose yellow copy)</small>		\$
PAID CONTRIBUTIONS <small>(enclose checks and yellow copy of pledge form)</small>		\$
TOTALS		\$

KEYPERSON SIGNATURE _____ DATE _____

FOR INTERNAL USE

AGENCY NO. _____ BATCH/EDITS _____

DIV. UNIT _____



COMECC Brochure

COMECC

Commonwealth of Massachusetts Employees Charitable Campaign

2011



The graphic features a large outline of the state of Massachusetts in blue and yellow. Overlaid on the left side of the state is a 3x2 grid of six small images: a smiling couple, a person working on a roof, a field of sunflowers, a group of children studying, a woman talking to a child, and a person holding a sign.



www.comecc.net



COMECC

A tradition of giving!



COMECC Billboards

A Tradition of Giving



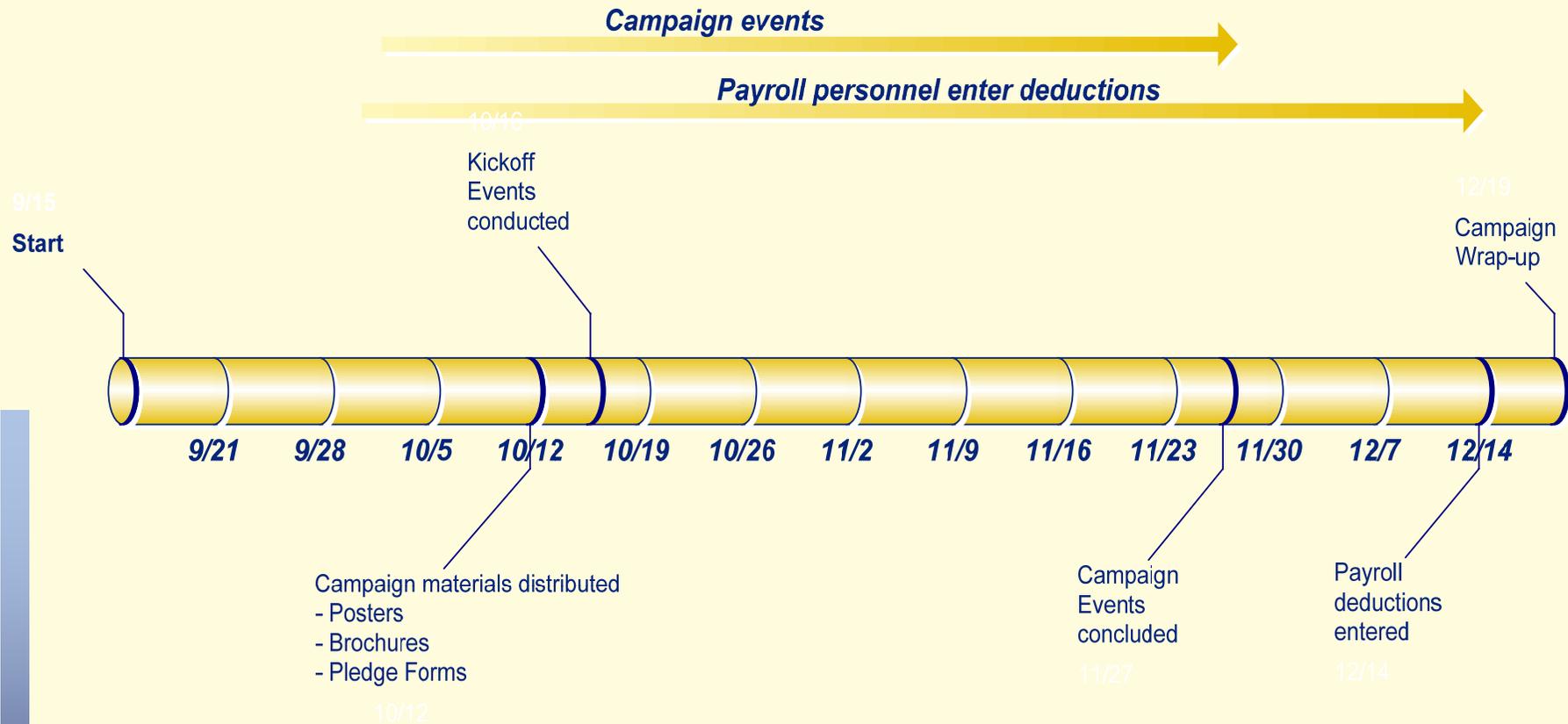
COMECC cares

Commonwealth of Massachusetts Employees Charitable Campaign

www.COMECC.net



COMECC Campaign Timeline



ONLINE PROCESS:

CAMPAIGN MANAGER SPREADSHEET → AGENCY KEY PERSON → PAYROLL STAFF



Campaign Events

-  Kickoff events
-  Agency charity fairs
-  Games – jeopardy, family feud, trivial pursuit
-  Raffles
-  Contests – baby pictures, beans in a jar
-  Sales – book sales, bake sales



COMECC Website



COMECC

Commonwealth of Massachusetts Employees Charitable Campaign



EMPLOYEE LOGIN
RETIREE DONATIONS
HOME
ABOUT
NOTICES
REGION MAP & CONTACT
PLEDGE NOW!

[Download Pledge Card](#)
[Download COMECC Brochure](#)
[Download Charity List, Name Order](#)
[Download Charity List, Code Order](#)
[Download Listing Sheet](#)

Find a charity
Charity Code
Charity Name OR Keyword
Percent Administrative & Fund Raising Expenses

CHARITY RESOURCE PAGE

COMECC Cares! WELCOME to the COMECC Website

September 2010
A Message to State Employees.

Your generosity during the 2010 COMECC drive translated into much needed services for tens of thousands of persons and other charitable endeavors here in Massachusetts, around the country and overseas. We collectively pledged almost \$2 million to help individuals, families and important causes at a time when the need for assistance was huge. Now – as we begin the 2011 campaign – we will strive to break through that \$2 million mark! More than ever, our theme, **COMECC CARES**, appropriately reflects the caring and concern of Commonwealth employees for those in need.

We hope that Commonwealth employees will continue to be a major force for charitable giving – to support children and families in need, to fund research that combats disease, to protect our environment, and in many other ways to better people's lives and renew hope for countless of our friends, neighbors and others around the world. To keep expenses as low as possible, we are continually streamlining systems and reducing the administrative costs of managing the campaign. COMECC will continue to offer secure online credit card and payroll deduction pledging at www.COMECC.net.

Your COMECC donation is confidential, voluntary and profoundly important. And because COMECC is *your campaign*, we have listened to your suggestions and dramatically expanded the number and types of charities participating by adding more than 300 new charities over the past two years.

Your involvement is essential, as a donor, and a voice for your community. COMECC truly cares. Because of your generosity, I know that we will have a great 2011 campaign!

Thank you,



Paul Dietl
Chief Human Resources Officer
Human Resources Division



Thanks!

 Just under \$2 Million was pledged Last year!

Region	# Employees	Dollars Pledged
I	50,376	\$503,255
II	11,126	\$109,352
III	14,911	\$483,507
IV	10,078	\$581,991
V	1,428	\$83,397
Total:	87,919	\$1,761,502



Thanks! 90% or Greater Participation

-  Department of Transportation Exec Office
-  Berkshire District Attorney's Office
-  Berkshire North/South Registry of Deeds
-  Hampshire Superior Court
-  Group Insurance Commission
-  Sherriff's Department Berkshire



Thanks! Top 10 Total Dollars

Small Agencies (<100 employees)

Department Of Transportation Executive	\$ 28,760.22
Berkshire DA Office	\$ 19,679.90
Group Insurance Commission	\$ 4,517.16
Off Chief Medical Examiner	\$ 4,251.00
Supreme Judicial Court	\$ 4,160.00
Bureau Of State Off Buildings	\$ 3,530.00
Board Of Library Commissioners	\$ 3,033.50
MA Emergency Mgmt Agency, MEMA	\$ 2,895.00
Commonwealth Health Insurance Connector Authority	\$ 2,852.76
Northwestern DA Office	\$ 2,704.00



Thanks! Top 10 Total Dollars

Medium Agencies (100 - 500 employees)

Fitchburg State College	\$ 25,245.46
Sheriff's Dept Berkshire	\$ 20,683.74
Mt Wachusett Community College	\$ 18,400.64
Holyoke Soldiers' Home	\$ 18,081.62
Div Of Capital Planning & Operations	\$ 17,948.76
Mass College Of Liberal Arts	\$ 17,189.90
U Mass President's Office	\$ 14,868.98
E.O. Health & Human Service	\$ 11,567.00
Berkshire Community College	\$ 11,351.66
Div Of Industrial Accidents	\$ 10,501.00



Thanks! Top 10 Total Dollars

 Large Agencies (>500 employees)

U Mass Medical	\$ 364,755.26
Tax Administration	\$ 44,443.00
DOC -Central Facilities Account	\$ 37,667.94
Department Of Environmental Protection	\$ 21,345.96
U Mass At Boston	\$ 20,712.00
Department Of Workforce Development	\$ 19,718.02
Office Of The Attorney General	\$ 19,645.00
Department Of Social Services	\$ 19,601.48
U Mass At Dartmouth	\$ 19,458.88
SDH Sheriff's Dept Hampden	\$ 18,112.86



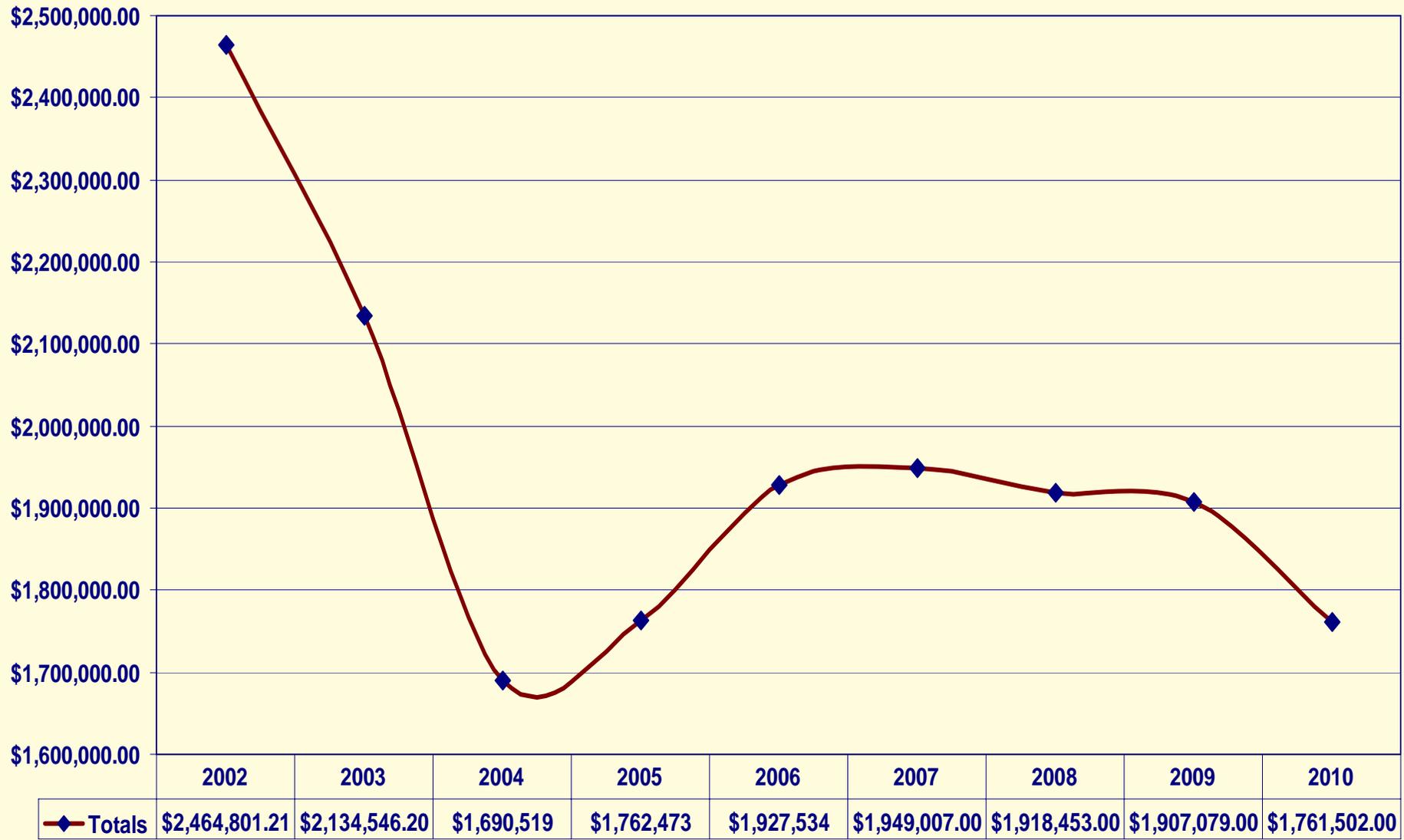
Thanks! Top 10 Avg. Dollars

All Agencies

Department Of Transportation	\$ 1,150.41
Berkshire DA Office	\$ 364.44
Winchendon District Court	\$ 162.50
Board Of Library Commissioners	\$ 121.34
Hampshire Probate Court	\$ 120.33
Administrative Law Appeals	\$ 115.21
Division Of Labor Relations	\$ 84.37
Group Insurance Commission	\$ 83.65
Bureau Of State Off Buildings	\$ 82.09
Sheriff's Dept Berkshire	\$ 81.43



Campaign Totals



Wrap-Up and Questions?

