



**CFC MEMORANDUM 2016-06**

**November 7, 2016**

**TO: COMBINED FEDERAL CAMPAIGN-PARTICIPATING  
FEDERATIONS AND ORGANIZATIONS, LOCAL FEDERAL  
COORDINATING COMMITTEES AND PRINCIPAL  
COMBINED FUND ORGANIZATIONS**

**FROM: KEITH WILLINGHAM** *Keith Willingham*  
**DIRECTOR, COMBINED FEDERAL CAMPAIGN**

**SUBJECT: 2017 CFC SCHEDULE OF APPLICATION AND LISTING FEES**

Pursuant to 5 CFR §950.107, the Office of Combined Federal Campaign (OCFC) is releasing the following inaugural CFC fee schedule. This fee structure is designed to increase budget predictability for charities, increase donor participation and giving in a variety of ways, and reduce overall administrative costs by millions of dollars. It is based on recommendations from the CFC-50 Commission, an advisory committee composed of Federal employees, private campaign administrators, charitable organizations and “watchdog” groups. The recommendations from the Commission will be issued to reform CFC, OPM has been diligently working to implement them. The goal of the CFC Commission and the resulting rule changes is to modernize the CFC program, facilitate transparency, improve accountability and ultimately streamline the giving process for federal employees and retirees.

The cornerstone of the reforms is to enable donors to save millions in administrative cost by eliminating redundant campaign administration functions and will boost donations by drastically expanding access to an online donation portal and expanding how and who can give. Charities will also pay the fees upfront, which will increase transparency and predictability.

OCFC met with federation leaders, independent charitable organizations and local campaign administrations and other stakeholders for the past two years to get their input on the application fee structure. Based on their input, OPM developed a tiered fee approach. Tiers refer to the size of the applicant organization in terms of total revenue as reported on the submitted IRS Form 990 or *pro forma* IRS Form 990. The CFC rules (5 CFR §950.107) allow for upfront application fees and listing fees as well as distribution fees to be assessed against pledges received.

Tier I Nat'l/Int'l Organizations and Local Organizations – Tier I organizations are those that report \$1 million or more in revenue.

Tier II Nat'l/Int'l Organizations and Local Organizations – Tier II organizations are those that report \$250 thousand or more in revenue, but less than \$1 million.

Tier III Nat'l/Int'l Organizations and Local Organizations – Tier III organizations are those that report less than \$250 thousand in revenue.

APPLICATION FEES

Nat'l/Int'l Federation	\$1,575
Nat'l/Int'l Federation Member Org.	\$400
Nat'l/Int'l Unaffiliated Org.	\$570
Local Federation	\$630
Local Federation Member Org.	\$255
Local Unaffiliated Org.	\$340

LISTING FEES

Tier I Nat'l/Int'l Organizations	\$2,270
Tier II Nat'l/Int'l Organizations	\$555
Tier III Nat'l/Int'l Organizations	\$370
Tier I Local Organizations	\$635
Tier II Local Organizations	\$135
Tier III Local Organizations	\$20