



CFC MEMORANDUM 2017-02

June 15, 2017

TO: FEDERAL SHARED SERVICE AND PAYROLL PROVIDERS

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

SUBJECT: IMPLEMENTATION OF NEW CFC RULES FOR 2017 CAMPAIGN

Beginning with the fall 2017 Combined Federal Campaign (CFC) period, all Federal employees participating in the CFC will be directed to one giving system. Consistent with new regulation at 5 CFR 950, the U.S. Office of Personnel Management (OPM) has contracted with The Give Back Foundation (also known as the Central Campaign Administrator or CCA) to develop and deploy a new web-based system that will replace manual processing, electronic CFC modules in myPay and Employee Express, as well as a variety of local systems such as CFC Nexus. This rule change also means Federal shared service and payroll providers will disburse funds to one organization instead of over 120 organizations required under the old regulations.

Background

In order to reinvigorate the program, capitalize on technology and address the needs and giving patterns of today's workforce, OPM created a Federal Advisory Committee to conduct a study in 2011. The members of the Committee recommended OPM implement cutting-edge technology and employ leading best practices to make the CFC a world-class social responsibility program. In order to implement the recommendations, OPM re-wrote the CFC regulations and updated the Presidential Executive Order to create a modern-day CFC.

OPM worked with the Office of Management and Budget and solicited comments from all Federal agencies on its proposed rule changes. OPM also published its draft rules in the Federal Register in 2013. Based on input from agencies and the public, OPM issued final rules in April 2014. OPM has been working with industry stakeholders; Federal shared service and payroll providers directly to implement the new rules. A link is provided below.

Centralized Transactions

Employees using the new system will find that this centralizes the CFC donation transaction in a similar fashion to how most other Federal employee benefits are handled through national web sites. The new CFC system will continue to allow all employees to give via convenient

payroll deduction, credit/debit cards, and e-check options. Cash will not be accepted for CFC effective this year and special events will be focused on education of employees, not cash fund-raising (such as bake sales).

Use of paper pledge forms will be phased out over the next five years. Procedures for handling paper pledges will be released later this summer. Any pledge changes or cancellations also will be completed via the OPM web site rather than through the network local payroll administrators.

Data Security

OPM and its contractor are working with all Federal shared service and payroll providers in the government to securely transfer giving files with state-of-the-art protocols. For civilian employees, members of the uniformed military and postal service workers who give via payroll deduction, shared service providers like Defense Civilian Pay System, (DCPS), Defense Joint Military System (DJMS), Interior Business Center (IBC), National Finance Center (NFC), General Services Administration (GSA) and others will receive electronic pledge data from the new centralized pledge system. In addition, payroll providers will be required to work with the CCA to transfer charitable deduction information when an employee moves to a different Federal agency. Currently, contributions stop when this occurs.

The shared service providers will transmit one electronic funds transfer (EFT) per pay period along with an electronic remittance report for all CFC contributions to the CCA.

2017 Rollout

The final regulations were effective January 1, 2017. For a complete set of the new CFC rules, you can visit the [Electronic Code of Federal Regulations](#).

The giving platform will be located within the OPM domain. The formal address of the site will be announced later this summer.

The 120-plus CFC campaign areas of the past have been consolidated into 36 zones.

Expanded Features

OPM worked with the Executive Office of the President and Department of Justice to update the CFC Executive order. Executive Order 13743 expands the CFC and the new system will now allow employees to pledge to volunteer with CFC charities. The same order also authorizes retirees to continue to use the CFC for charitable giving after they leave Federal service.

Another new feature is that the system enables newly hired employees who start working for the Federal service outside CFC “open season” to establish a pledge to their approved local, national or international charities.

We will provide an update later this summer before the campaign gets underway. Please contact cfc@opm.gov with any questions or call 202-606-2564.