

ePledge Quick Start Guide



Digital giving is the best way to make giving easy for your team. We offer two options and can help you choose the right one for your organization. Here's what you need to know to get started.

Which Option Is Right for You?

	EPLDGE FULL (AUTOMATED, RECOMMENDED)	EPLDGE LITE (NON-AUTOMATED)
How it Works	United Way of York County (UWYC) sends 3 emails directly to employees at predetermined dates and times. Links are personal and unique to each employee.	UWYC provides your Champion with 3 email templates and a giving link. Your champion sends emails internally on their own schedule. The giving link is not personal and can be shared.
What You Need	An employee email list and IT whitelisting of UWYC's IP address and emails, so your team receives our communications.	Capacity to manage internal communications for your team. No email list required.
Who Sends The Emails	UWYC - we handle the full series automatically.	Your Champion - using UWYC provided templates.
Giving Link	Personal and unique per employee, not shareable.	Shareable.
Already Gave?	Handled automatically, employees who have already given are omitted from follow-up emails.	Champion manages this manually.
Best For	Companies whose IT team can whitelist our IP address and email domain, ensuring employees receive UWYC automated communications.	Companies that prefer to manage their own internal communications and have a dedicated staff member to do so; otherwise, ePledge Full is the better choice.
Setup Time	Allow at least 3 weeks.	Allow at least 3 weeks.

What You Need to Get Started



Regardless of which option you choose, here's what we'll need from you:

- **Organization name and primary contact**
- **Preferred campaign dates**
- **Estimated number of employees**
- **Employee email list & IT whitelisting** (ePledge Full only)
- **Complete [community partnership registration](#) or email Faith Seiders at fseiders@unitedway-york.org.**

What Happens After You Contact Us

1. We confirm your preferred ePledge option and collect setup details
2. UWYC configures your company's giving page and sends a preview to your champion
3. For ePledge Lite, set reminders to send emails at chosen times or even pre-schedule them
4. For ePledge Full, once your page is approved, you are ready to go.

Paper Pledge Forms

Paper pledge forms are available to any organization, whether you're running ePledge Full, ePledge Lite, or no digital option at all. They're a practical supplement for employees who prefer not to give digitally or don't have regular computer access at work.

Many companies use ePledge as the primary giving method and paper forms as a backup. We'll make sure every employee has a way to participate, regardless of how they prefer to give. Download from [Campaign HQ](#) or contact us to arrange delivery.

Ready to Set Up?

Contact Faith Seiders as early as possible to get your ePledge campaign configured at fseiders@unitedway-york.org, complete [community partner registration](#), or call 717-843-0957 ext. 806.