

UNITED WAY OF GREATER PHILADELPHIA AND SOUTHERN NEW JERSEY EZ-PLEDGE



Did you know that there is a very easy way for Employee Campaign Chairs (ECCs) to manage the giving process for employees online? The United Way eZ-Pledge system allows ECCs to quickly and effectively manage various aspects of the donation process, including easy online pledge confirmation and real-time campaign reporting. This system also eliminates paper forms, decreases data entry errors and lowers expenses. So what does this mean for you? Your role as an ECC just got easier!

What is eZ-Pledge?

A secure, internet-based tool that Employee Campaign Chairs (ECCs) use to manage the solicitation portion of a United Way workplace campaign.

How does eZ-Pledge benefit my organization?

- Enables employees to give online and receive quick, automated pledge confirmation
- Offers employees the opportunity to participate in Leadership Step-Up Match Programs
- Provides real-time campaign reporting
- Supports multiple giving methods and designation options
- Provides payroll file for uploading to your payroll system
- Eliminates paper forms from pledge process which helps the environment, lowers expenses, and decreases data entry errors

How do I utilize eZ-Pledge?

1. Contact your Mail Server Administrator to whitelist the email address epledge@uwgpsnj.org
2. Visit www.unitedforimpact.org/ez-pledge
3. Complete the one page of registration information. You will receive a “we will be in touch” message once you submit your information.
4. In one to three days, you will receive an approval email from United Way that includes two log-ins:
 - One for the ECC to administer the campaign.
 - One to distribute to all employees so they can register as donors.
5. Visit the administration site to select the number of pay periods your organization uses for the payroll deduction pledge option.
6. Distribute the link and login for your campaign website to workplace employees.
7. Close the campaign by logging back into the administration site and selecting “end campaign.”
8. Connect to payroll. One week after you close the campaign, United Way will post a payroll file to the document tab of your management menu on the administration site. You will need to provide that file to your payroll department.

Having Trouble? Please email ezpledge@uwgpsnj.org

United Way
of Greater Philadelphia
and Southern New Jersey

