

Team St. Mary

Employee Giving Campaign



Giving Made Easy – Give Online

Visit supportstmary.org/ways-to-give/employee-giving

Name: _____ Department: _____

E-mail: _____

Ways to Give

Giving Levels

Any gift over \$500 qualifies you for the Employee Giving Celebration

- Mission Partners** \$192.30 per pay period or \$5,000 annually
- Healing Partners** \$96.15 per pay period or \$2,500 annually
- Summit Partners** \$38.47 per pay period or \$1,000 annually
- Partner** \$19.25 per pay period or \$500 annually
- Healing Hour Club:** Enroll me in the Healing Hour Club! My gift of one hour of pay or PTO per pay period will be automatically calculated and deducted from each paycheck. Select: one hour of pay or PTO

One Time Gift

Cash/Check Donation: \$ _____ **Credit Card Donation:** \$ _____ **Payroll Deduction:** \$ _____ Per Pay Period/Annually

Paid Time Off (PTO) Donation: I gift _____ hours of accrued vacation time.

Note: *An employee must have a minimum of 80 hours in their PTO account to make this election.*

Please charge my: Visa MasterCard AmEx Recurring Gift: Monthly Semi-annually Quarterly

Name as it appears on card: _____

Credit Card Number: _____ Exp. Date _____

Gift Designation

Please select from the following:

- Employee Giving Campaign 2019 - Capital Needs Linear Accelerator/3D Tomography
- Department or Area: _____

Signature

I understand that, for whatever reason, should I cease to be an employee of St. Mary Medical Center, or should I no longer be able to fulfill my pledge due to personal circumstances, I am not obligated nor will I be held accountable, to fulfill this pledge.

Signature (**required**): _____

For questions, call 562.491.9248 fax 562.491.9888 or e-mail Rebecca.Buckley@DignityHealth.org

Thank you for your support!

*If you would like to continue your existing payroll deduction there is no need to log in to ESS.
Your gift will continue as is.*

MAKE A DONATION (PTO or HOURS) VIA EMPLOYEE SELF-SERVICE:

1. Go to <http://ess.dignityhealth.org>
2. Click on Bookmarks in the upper left corner
3. Click Employee Self Service in the menu
4. Click Employee Giving in the menu
5. Click ESS Employee Giving in the menu
6. Click grey Add Donation button
7. Select the type of gift you would like to make
8. Select St. Mary Medical Center Foundation (Long Beach) from the menu
9. Enter the number of hours or dollar amount
10. Click grey Confirm button
11. Click grey Continue button
12. In the Purpose Restriction area (3rd box), enter what area or fund you would like your gift to support (i.e. Pediatrics Department)
13. Click grey Update button
14. A confirmation message on the screen will appear. You will also get an email confirmation.

Reminder: Check stub acts as your official tax document for this donation.

Issues making a gift? Contact us at 562.491.9225 or Rebecca.Buckley@DignityHeath.org