

## **Q. What is a Faculty and Staff Campaign?**

**A.** The Faculty and Staff Campaign for the Shepherd University is an organized annual fundraising effort that allows you, the Shepherd employee, to make a gift to the area of your choice to the university. These gifts stay at Shepherd and make a lasting impact on the area you choose to support.

## **Q. Can I specify where my contributions should go?**

**A.** Absolutely! Your contribution can be designated to a variety of areas including scholarships, schools and colleges, departments, or programs, just to name a few. Your gift directly benefits the area you choose.

## **Q. What is payroll deduction?**

**A.** Payroll deductions are a simple way to complete your gift to Shepherd over time through your paycheck. When you sign up for a payroll deduction, your gift will be automatically deducted from your paycheck for the amount and timeframe you stipulate. The minimum amount is \$5.00 per paycheck. [Click here for the Payroll Deduction Form.](#)

## **Q. Can I designate my gift to more than one area?**

**A.** Sure! Clearly note how much you want to give to each area and your gift will be designated (in even dollar increments) as you have indicated.

## **Q. I can only give a modest amount. How can that possibly make a difference?**

**A.** All gifts are important! What is important is that you give, not necessarily the amount. The Shepherd Faculty and Staff Campaign exemplifies the collective power of the university. With each person doing what they can, we all make a big difference.

## **Q. What if my spouse works for a matching gift company?**

**A.** Many employers sponsor matching gift programs and will match any charitable contributions made by their employees or employee spouses. Please visit our Matching Gift Program [here.](#)

## **Q. What are my payment options?**

**A.** You may give by check, credit card, cash or payroll deductions. There are [many other types of gifts](#), including planned gifts, that you can consider.

## **Q. Is my gift tax deductible?**

**A.** Yes! 100% of your gift is tax deductible to the extent of the law.

## **Q. Where do the funds go?**

**A.** All dollars raised through the Shepherd University Foundation are designated according to the donor's wishes.

## **Q. I just made a gift a few months ago. Why am I being asked for another contribution so soon?**

**A.** Shepherd University's Faculty and Staff Campaign is a year-round fundraising effort with a kick off at the beginning of each fall semester. If you just made a gift, thank you! You may be receiving information about the faculty and staff campaign, but that doesn't mean that you have to make another gift right now. This campaign is designed to honor your giving choices, allowing you to determine when it is convenient for you to give, as well as to what designation. If it is too soon for you to make another cash or credit card contribution, you might consider making a pledge now and with a fulfillment date later in the fiscal year. Or, if you prefer, you can make your gift later in the fiscal year.

## **Q. When will my gift be counted?**

**A.** The Campaign's timeframe follows the university's fiscal year (July 1 - June 30). If your gift was received before July 1, your gift was counted in the participation totals of the previous fiscal year. If you make your gift after July 1, your gift will be counted in that year's Faculty and Staff Campaign. As long as your contribution is received by June 30, you will be counted as a participant in the Faculty & Staff Campaign.

## **Q. Why does a state university need private support?**

**A.** Shepherd University is state-assisted rather than state-supported. State support is critically important, but it continues to decline as a percentage of the University's total operating budget, making private contributions increasingly important if Shepherd is to fulfill its mission of excellence in education.

## **Q. Why isn't each University fund listed?**

**A.** The Shepherd University Foundation houses well over 1000 funds that benefit the University, making it difficult to list all of them individually in a drop down menu. Most faculty and staff give to funds specifically designed to benefit their college or department or the [Shepherd Fund](#) which benefits all Shepherd students. You can find out more about specific funds by viewing the [named fund database](#).

## **Q. Does every gift really make a difference?**

**A.** Yes! In fact if all full time faculty and staff gave just \$5 per paycheck, the university would benefit from nearly \$45k in additional funds each year. Imagine the impact those dollars would have on professional development, student programming and scholarships, and classroom enhancements.

## **Q. Does making a plan to include Shepherd University in my estate plans count?**

**A.** Absolutely! A planned gift establishes a legacy that will continue to make a difference in the lives of Shepherd students for many years to come. Regardless of the planned giving avenue you choose, you can be assured that [creating a financial plan](#) for the future is a tax-effective way of giving that allows you to direct your estate funds to the area of your choice.