

## CAMPAIGN AWARDS

*Thank you for your help in making this year's Greater Longview  
United Way community-wide campaign successful!*

**Campaign Coordinator:**

Please complete this form and return it to the United Way office in the Report Envelope provided. *Deadline* for submitting awards form is **October 29**. The Awards form is also available online at [www.longviewunitedway.org](http://www.longviewunitedway.org). Go to the Campaign Central tab and click on Campaign Tools.

Our organization, \_\_\_\_\_ (Organization Name),  
qualifies to receive the following award:

- Campaign Excellence Award**
- Campaign Merit Award**
- Campaign Achievement Award**

\_\_\_\_\_  
Campaign Coordinator

\_\_\_\_\_  
Phone #

\_\_\_\_\_  
Date

### **Employee Awards**

(Presented at the United Way Report Breakfasts – Oct. 8 & Nov. 5)

⌘ **Campaign Excellence Award** (see instructions on back)

*This award is presented to those organizations whose employees demonstrate excellence in their United Way campaign with at least 85% participation and either \$104 per capita or a 20% increase over last year.*

⌘ **Campaign Merit Award** (see instructions on back)

*This award is presented to those organizations whose employees demonstrate excellence in their United Way campaign with at least 75% participation and either \$78 per capita or a 15% increase over last year.*

⌘ **Campaign Achievement Award** (see instructions on back)

*This award is presented to those organizations whose employees demonstrate excellence in their United Way campaign with at least 60% participation and either \$52 per capita or a 10% increase over last year.*

### **President's Awards**

(Presented at the United Way Volunteer Celebration – Dec. 9)

(Calculated by United Way office)

⌘ **Largest Corporate Per Capita Increase in Giving**

⌘ **Largest Employee Per Capita Increase in Giving**

*Firms with 50 or more employees can qualify for traveling plaques recognizing achievement in these two categories. Each plaque will remain with the winning company for the year following the campaign.*

⌘ **Largest Increase in Agency Employee Giving**

*Plaque will remain with the winning agency for the year following the campaign.*

## **Employee Award Worksheet**

Use the following steps to calculate your organization's award for the United Way campaign. Please return to Greater Longview United Way in your completed campaign Report Envelope. Keep a copy for your records. If you have any questions, please call the United Way office at 903.758.0191.

### **Step 1**

- (A) Total number of employees in your organization \_\_\_\_\_ (A)  
 (B) Number of employees making a United Way pledge \_\_\_\_\_ (B)  
 (C) Total dollars pledged by employees \$ \_\_\_\_\_ (C)  
 (D) Total Special Event dollars \$ \_\_\_\_\_ (D)  
 (E) Total dollars Raised [C + D] \$ \_\_\_\_\_ (E)

### **Step 2**

Number of employees who made a pledge (B)  
 divided by  
 Number of employees in your organization (A)

$$\frac{\text{(B)}}{\text{(A)}} \div \frac{\text{(A)}}{\text{(A)}} = \frac{\text{(B)}}{\text{(A)}} \%$$

Participation

### **Step 3**

Total dollars raised by employees (E)  
 divided by  
 Total number of employees in your organization (A)

$$\frac{\$ \text{(E)}}{\text{(A)}} \div \frac{\text{(A)}}{\text{(A)}} = \frac{\$ \text{(E)}}{\text{(A)}}$$

Per Capita Gift

### **Step 4**

Find where your Percent Participation and Per Capita Gift fit into the grid below. This will be your organization's campaign award.

<b>Award</b>	<b>Participation</b>	<b>Per Capita Gift</b>
Campaign Excellence Award	85%	\$104
Campaign Merit Award	75%	\$78
Campaign Achievement Award	60%	\$52



Don't forget to indicate on the front which award your organization qualifies to receive.