



Online Oct. 1-31 @ PeopleSoft HR

FAQs (Frequently Asked Questions)

GENERAL INFORMATION

What is the *Spirit of Giving* Campaign?

The campaign is an annual Beaumont Health initiative to engage all employees in raising funds to help meet the charitable needs of patients and their families, our colleagues and the communities we serve.

What is new with the campaign this year?

The 2020 campaign will be conducted online through PeopleSoft HR. There will be no paper forms and envelopes to share, making the campaign pandemic-safe and easier to manage and respond. Also, each employee will receive an email with how to go online to complete and submit their response.

Why have a campaign this year given all we are experiencing?

The needs have not gone away, and many have increased. Also, some charitable funds, such as the very popular Employee Assistance Fund, rely on *Spirit of Giving* donations. Additionally, with 10,000 individual employee donors contributing more than \$1.6 million in 2019, it is clear the campaign is valued by Beaumont team members across the system.

Do I have to make a charitable contribution?

No. While every employee is asked to consider a meaningful charitable contribution, it is completely up to you. Whatever you choose to do, log in to your PeopleSoft HR account to submit your response.

Why should I contribute?

The need is great! Please visit www.beaumont.org/spirit-of-giving to view a video of your colleagues sharing why they give and review the searchable list of charitable funds and the other materials available. You might also take a moment and think about what you would like to do to help your colleagues, patients and their families, and your site and community where you work. Most likely, there is a fund that can help.

I can't find the fund that I want to support. What do I do?

Contact the Beaumont Health Foundation and we will help locate the fund and direct your gift accordingly.

Why do I have to respond through PeopleSoft HR? If you don't hear from me it's because I am not giving.

Asking all employees to respond ensures that all team members have been asked to consider a donation. It is your manager's responsibility to get all their team members to respond.

CONFIDENTIALITY & RECOGNITION

Will my donation, or decision not to donate, be kept private?

Yes! Every aspect of your decision to give, or not give, is handled with respect and confidentiality according to the Donor Bill of Rights of the Association of Fundraising Professionals. The Beaumont Health Foundation does not share whether you give, or what or where you give with anyone: Not your supervisor, not HR and not your colleagues. The only information shared is whether you have responded through PeopleSoft HR.

How are we recognized for a successful campaign?

Acute care campuses that meet or exceed previous giving receive special recognition and a trophy.

Departments and units with 50% giving and five or more team members receive an award certificate.

Departments and units with 75% giving and eight or more team members receive special recognition.

MAKING A GIFT

How can I donate?

Go to the Beaumont intranet and select PeopleSoft HR. Log in with your Beaumont User ID and password and follow the instructions to select and submit your responses. You have several options to make and pay your pledge:

Payroll Deduction – Pay your pledge with equal deductions taken from each of your paychecks in 2021 or pay your pledge with a one-time deduction from your first paycheck of 2021.

Pay Now – Pay in 2020 by check or credit card. Follow the online instructions on how to do so.

PTO – Hours are deducted from your PTO Bank in early 2021. Directors and above cannot donate PTO.

Is my donation tax-deductible?

Yes! Beaumont Health is a non-profit entity, so your donation is tax-deductible to the extent allowed by law. Also, for donations made and paid in 2020, the CARES Act, which was passed by Congress in response to the pandemic allows taxpayers to claim a \$300 charitable tax deduction without itemizing.

What projects and programs can I support?

The Foundation administers hundreds of charitable funds supporting people, projects and programs across the system. Check out the campaign website and contact the Foundation if you need more information.

Can I split my gift among different funds?

Yes! You can divide your gift among however many funds you would like.

If my financial situation changes during the year can I increase, decrease or stop my payroll deductions?

Yes! It's your donation, and you are in charge. Contact the Foundation to make any changes.

How much of my donation goes to the administrative costs of the Beaumont Health Foundation?

None! The Foundation absorbs all campaign costs, so 100% of your gift goes to work where you want it to.

How does my donation of PTO hours work?

Your donation is taken in early 2021 provided you have at least 40 hours remaining in your PTO bank after your donation. The dollar value of your donated hours is reduced by 10% and applicable taxes.

What if I am a Healing Circle member? How can I have my gift repeat each year?

The online campaign requires all Beaumont team members, including Healing Circle members, to go online to select their funds and amounts. If you check the box on the Final Confirmation page authorizing a recurring annual gift, your gift will be repeated annually unless you choose to change it.

MANAGER FAQs

I know I need to have all my team members go online to respond. How will I know if they have or not?

You can access a real-time report of your team's responses anytime in PeopleSoft HR under Manager Self-Service. It works just like the one you used to track completion of the mandatory education curriculum.

Are employees on LOA and contingent employees part of the campaign?

Employees on LOA cannot access their employee accounts; they can participate when they return to work. All Beaumont employees, including contingents and remote workers, are expected to respond.

What do I do if my team does not have access to a Beaumont-networked computer?

Arrange for employee computer access just as you did for the annual mandatory education curriculum.

ADDITIONAL INFORMATION AND MATERIALS

- Visit the campaign website at www.beaumont.org/spirit-of-giving.
- Contact Don Cohen, director of Employee Giving, at 947-522-0081 or spiritofgiving@beaumont.org.