

**BOULDER VALLEY SCHOOL DISTRICT
2011-2012 EMPLOYEE GIVING CAMPAIGN
OCTOBER 17 — OCTOBER 28, 2011
E-GIVING INSTRUCTIONS**

The **eSHARE™** electronic giving system provides Boulder Valley School District Employees the option to make secure online pledges through the annual Employee Giving Campaign. You may support nonprofit agencies represented by Community Health Charities, Community Shares of Colorado, Foothills United Way, Impact on Education, and/or the 501(c)(3) nonprofit of your choice. Charitable donations made to nonprofit organizations are tax deductible.

A pledge can be made in just a few simple steps:

1. Go to the Boulder Valley School District e-giving homepage—please note no www.:

<http://bvsdgiving.cshares.org>

2. Click on the black button that says “want to make a donation”



2011-2012 Boulder Valley School District
Employee Giving Campaign!



want to make a DONATION? click here

- To donate during the 2011-2012 campaign, click on the **want to make a DONATION** button above to make a pledge.
- Please note - your email address is your unique identifier for the online giving system. Please do not use a shared email address for your pledge.
- You will have the option to support your choice of **Impact on Education, Community Health Charities of Colorado, Community Shares of Colorado, Foothills United Way** through payroll deduction or a one-time gift through a check or credit card payment.
- **Thank you for making a difference and investing in our community!**



3. Enter your personal information.

Community Shares of Colorado - Mozilla Firefox
File Edit View History Bookmarks Tools Help
https://ssl.electricstores.com/CommunityShares/CSharesDonorAdd1.asp?COMPANY=109
Most Visited Getting Started Latest Headlines

Boulder Valley School District Annual Employee Giving Campaign

(*required fields)

*Company : Boulder Valley School District
*Employee ID # : 1234567
Department : Sample Department
*Work Phone : 720-000-000
*First Name : Sample
*Last Name : Employee

Yes, I would like to be recognized for my gift.
* Please enter your address in the spaces provided if you would like to receive recognition at your home.

Address : 1234 Main St.
Suite / Room / Apt. # :
City : Boulder
State : CO
Zip : 80301
*Email : giving@cshares.org

Next Reset

Done ssl.electricstores.com

4. The site will lead you through making your donation and selecting the recipients of your choice.

Community Shares of Colorado - Mozilla Firefox
File Edit View History Bookmarks Tools Help
https://ssl.electricstores.com/CommunityShares/CSharesDonorAdd3.asp
Most Visited Getting Started Latest Headlines

[HELP](#)

I Will Give :

I would like to make a gift via paycheck deduction.
 I would like to make a **one-time** gift via cash, check or charge.

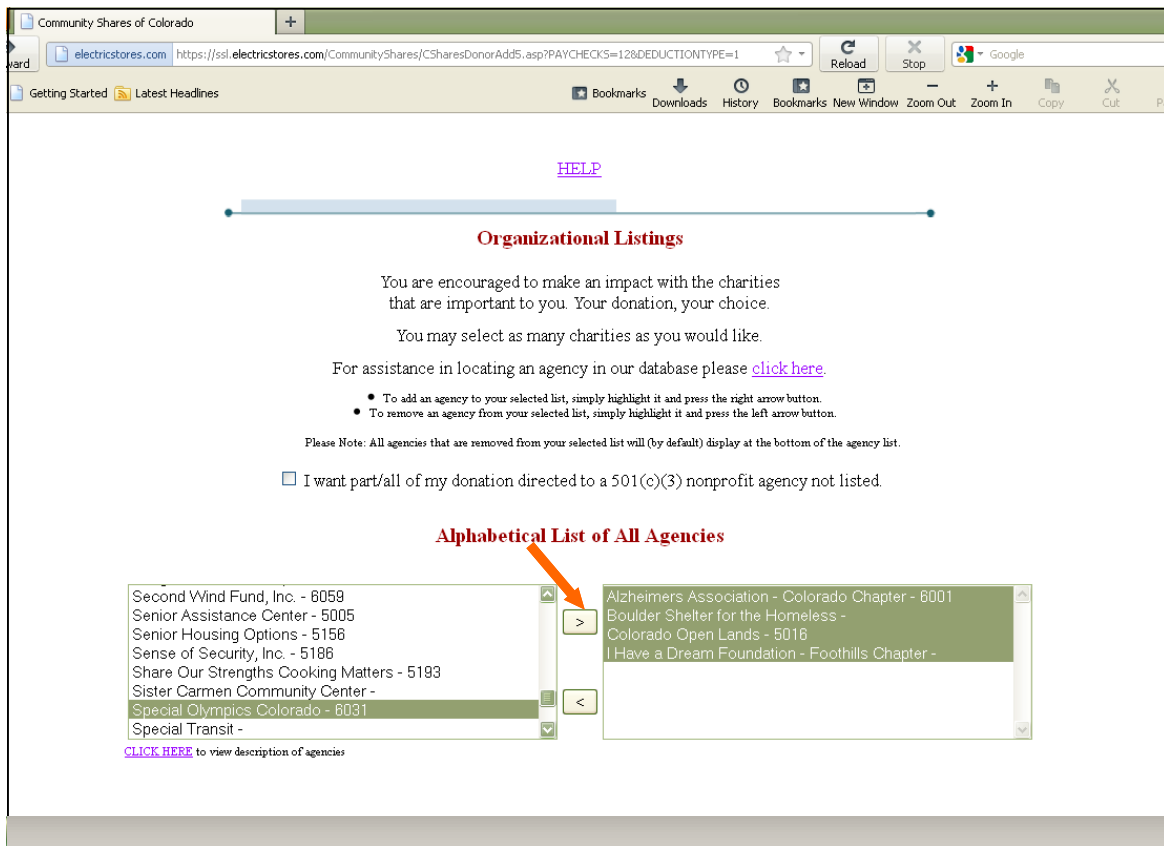
Next Reset

PRIVACY STATEMENT: If provided, your name and address will only be given to the agency(ies) you have designated. Your name will not be sold or utilized through Community Shares of Colorado / Partnership for Colorado for solicitation purposes. Your e-mail will serve as a confirmation of your contribution.

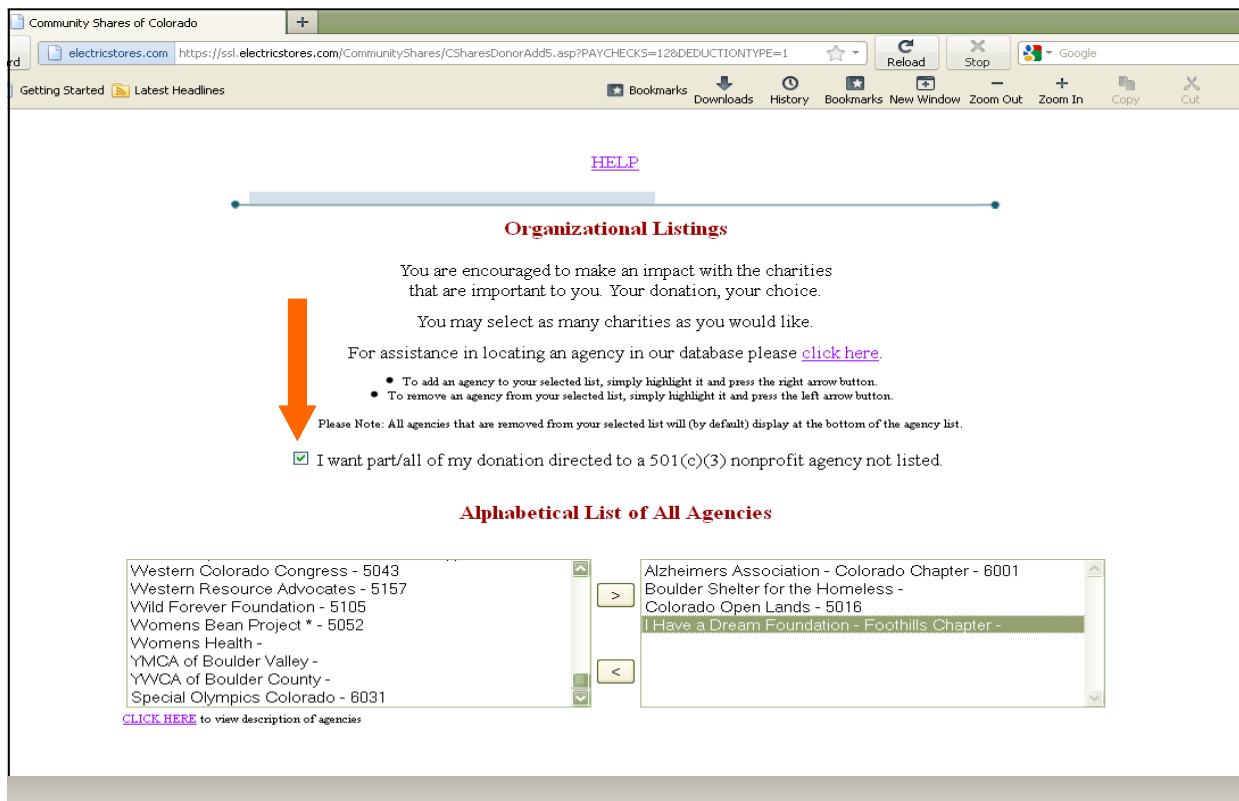
E Share TM is a product of Community Shares of Colorado, a 501(c)(3) nonprofit organization.

**Community Shares of Colorado
Partnership for Colorado**
1536 Wynkoop, Suite 202
Denver, CO 80202-1182
(303)861-7507
eshare@cshares.org

5. To designate which nonprofits receive your donation, highlight the organization name in the left column and click the grey arrow button in the middle of the page to move the organization to the right column.



6. To designate a nonprofit not listed, check the box at the top of the page — “I want part/all of my donation directed to a 501(c) (3) nonprofit agency not listed.” The next page will prompt you for the name, address, and phone number of the agency (s) of your choice.



7. Enter the information for the organization of your choice, and click “Next”.

[HELP](#)

For the 501(c)(3) agency not listed, please provide the following information :

Agency Name :

Phone # :

Address :

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8. Enter the amount you wish to pledge to each of your selected organizations.

[HELP](#)

I Will Give :

Please specify how you would like your donation allocated :
Please enter the amount of your gift in the box(es) below.

	*Pledge per paycheck	**Total over 12 paychecks
Alzheimers Association - Colorado Chapter - 6001	\$ <input type="text" value="5"/>	60.00
Boulder Shelter for the Homeless -	\$ <input type="text" value="10"/>	120.00
Colorado Open Lands - 5016	\$ <input type="text" value="10"/>	120.00
I Have a Dream Foundation - Foothills Chapter -	\$ <input type="text" value="5"/>	60.00
Sample Organization - 0000	\$ <input type="text" value="5"/>	60.00
Total Gift:	35.00	420.00
	<small>Per Paycheck</small>	<small>Per Year</small>

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9. The last page of the system includes the message, "Thank you for your gift!", and prompts you to print and retain a copy of the page for your records. You will also receive an email confirmation. For those who give through payroll contribution, the last pay stub of 2011 will provide a record of your total gift for the year, you will need to provide this and your pledge confirmation for tax purposes.

[HELP](#)

Thank you for your gift!

Please retain a copy for your records and for tax purposes.

Date	10/12/2011
Boulder Valley School District	
Employee # 1234567	
Sample Employee	
1234 Main St.	
Boulder, Colorado 80301	
720-000-0000	
giving@cshares.org	
Agency	Donation
Sample Organization - 0000	\$5.00
Alzheimers Association - Colorado Chapter - 6001	\$5.00
Boulder Shelter for the Homeless -	\$10.00
Colorado Open Lands - 5016	\$10.00
I Have a Dream Foundation - Foothills Chapter -	\$5.00
Per Check	\$35.00

**Please contact Community Shares at 303-861-7507 or eshare@cshares.org with any questions about the eSHARE™ giving system.
Thank you for your support!**

