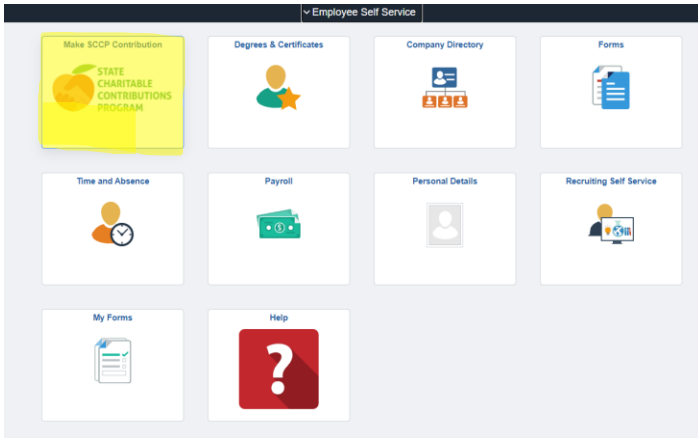


**If you previously elected to have a payroll deduction with the Georgia State Charitable Contributions Program, please follow the following directions.**

**1. Login to OneUSG Connect and Choose the SCCP Tile**



**2. Choose your county of residence**

**Get Started - Select County of Residency**

If your county of residency is blank or listed incorrectly, click on the magnifying glass icon to select the appropriate county of residency. **If your residence is outside the state of Georgia, select Fulton county.**

\*County of Residency   MUSCOGEE  
(Required by the State of Georgia Charitable Campaign)

*If you have previously contributed, you will see a prefilled contribution code.*

**3. Choose "Cancel Pledge"**

**Add/Edit Pledge**

Charity Name

Enter Amount to be Deducted per Paycheck  per year

Enter Amount of Cash/Check

I do not wish to participate in the SCCP this year:

## 4. Choose Delete Pledge

A one-time donation can be made to the approved organization(s) instead of a payroll deduction. If you wish to make a one-time contribution, please reach out to your institution's Coordinator to assist you with that process.

You may select up to 12 different agencies, making a minimum donation of \$1 per pay period per agency. Once you are satisfied with your changes, click **Submit Pledge**.

Remember that every dollar counts.

**Add/Edit or Verify Pledge**

Charitable Campaign Pledge for January - December 2022

Agency	Description	Payroll Pledge	Cash / Check Pledge	Total	
1	MC000890	2.00		48.00	<a href="#">Edit</a> <a href="#">Delete</a>
<a href="#">Add New Pledge</a>		Total Contribution Amount		48.00	

**Submit Pledge**

Click the **Submit Pledge** button to save and submit your pledge(s).

Yes Would you like to receive a letter acknowledging your contribution?  
 No

[Submit Pledge](#)

## 5. Choose "Yes"

### Delete Confirmation



Are you sure you want to delete the pledge?

[Yes - Delete](#)

[No - Do Not Delete](#)

## 6. Then choose "Submit Pledge"

A one-time donation can be made to the approved organization(s) instead of a payroll deduction. If you wish to make a one-time contribution, please reach out to your institution's Coordinator to assist you with that process.

You may select up to 12 different agencies, making a minimum donation of \$1 per pay period per agency. Once you are satisfied with your changes, click **Submit Pledge**.

Remember that every dollar counts.

**Add/Edit or Verify Pledge**

Charitable Campaign Pledge for January - December 2022

Agency	Description	Payroll Pledge	Cash / Check Pledge	Total
1				
<a href="#">Add New Pledge</a>		Total Contribution Amount		0.00

**Submit Pledge**

Click the **Submit Pledge** button to save and submit your pledge(s).

Yes Would you like to receive a letter acknowledging your contribution?  
 No

[Submit Pledge](#)

Once you have completed these steps, you will be able to choose a new pledge. Begin at the beginning of the job aid provided.