



**CFC MEMORANDUM 2020-03**

**November 5, 2020**

**TO: COMBINED FEDERAL CAMPAIGN (CFC) PARTICIPATING  
FEDERATIONS AND ORGANIZATIONS, LOCAL FEDERAL  
COORDINATING COMMITTEES, CFC CENTRAL  
CAMPAIGN ADMINISTRATOR (CCA), AND CFC OUTREACH  
COORDINATORS**

**FROM: KEITH WILLINGHAM**  
**DIRECTOR, COMBINED FEDERAL CAMPAIGN**

A handwritten signature in purple ink that reads "Keith Willingham".

**SUBJECT: 2021 CFC SCHEDULE OF APPLICATION AND LISTING FEES**

To cover costs incurred while administering the Combined Federal Campaign (CFC), the U.S. Office of Personnel Management (OPM) has the authority to require charities to share in cost recovery as described at 5 CFR §950.107. OPM determines annual fees based on the estimated costs of administering the central campaign services (giving and application sites) and local campaign management and marketing efforts. Communicating this fee structure is designed to encourage applications and increase budget predictability for charities.

In recognition of how charities are being squeezed due to declining revenue and increased demand for services resulting from the condition in 2020, OPM is doing everything possible to lower costs for next year while also maximizing results contributions.

The online dashboard at [cfcharities.opm.gov](https://cfcharities.opm.gov) gives approved charities the annual results they need and the transparency they demand.

As your organization considers its 2021 CFC application, please note that we are conducting the Fall 2020 Solicitation Season despite the on-going need for many Federal employees to be in a maximum telework situation due to COVID-19. Despite this, there are many bright spots in giving:

- Federal employees pledged more than \$80.9 million to approved local, national, and international charities in the 2019 CFC. Also, they gave an additional \$2.6 million in pledges during the COVID-19 Special Solicitation from April through June. Charities and federations were not assessed any additional fees for the special contributions.
- The 2019 campaign also garnered more than 121,000 hours of volunteer time pledged to charities by Federal, Postal, and military personnel. Based on the charities' assessment, this work was valued at an additional \$2.9 million for the charities.
- The growth in popularity of giving by Federal annuitants and military retirees who contributed \$1.8 million through the regular and special solicitation period.
- Among the approved charities, for the third year in a row, 96 percent of organizations received designated pledges from CFC donors.

Critical improvements to the online donation and application systems improve both donors' and charities' experiences:

- The Solicitation Period opened on September 21 and is off to a strong start, at or ahead of the pace of giving from 2020 in many places.
- Charities were more successful in completing the 2020 application, resulting in fewer appeals. More than 93 percent of all applicant charities are successful when applying to the CFC. This is up from 84 percent in 2017.
- Donors have the flexibility to allocate each designation to the penny.
- There are expanded options in the Donor Profile to identify the Department/Federal Agency/Office or Military Unit among almost 170,000 different offices.
- There is an expanded ability to authorize the release of name and contact information to charities where a donor gives or promises to volunteer.
- We've improved reporting to charities for greater transparency throughout the pledge and distribution cycle including the ability of charities to download donor names and raw pledge data on demand. This opens more opportunities for charities and federations to improve marketing efforts to likely donors.
- The CFC mobile giving app is available to all zones throughout the entire campaign solicitation period.

System development costs were fully recovered from 2017 through 2019. Going into the 2021 campaign year, this is the second year when the campaign expenses will be more than \$3 million below the level for campaign years 2017-2019.

Every dollar that CFC contractors come in under budget helps to offset the fees that the government collects from charities and federations. Based upon all these factors, and

according to 5 CFR §950.107, the OCFC releases the following CFC fee schedule for the 2020 CFC.

The CFC charity online application system (<https://cfccharities.opm.gov>) is scheduled to open on Tuesday, December 1, 2020, and will close on Sunday, January 31, 2021.

Thank you for your ongoing interest in the CFC. I encourage you to participate in live or online training opportunities so that the application from your organization has the greatest possible chance for success. If you have questions, please direct them to [cfc@opm.gov](mailto:cfc@opm.gov) or call 202-606-2564.



## 2021 Combined Federal Campaign Application and Listing Fees

### 2021 Approved Fees

Application Type	Fee
Nat'l/Int'l Federation	\$ 1,460
Nat'l/Int'l Federation Member Org.	\$ 375
Nat'l/Int'l Unaffiliated Org.	\$ 510
Local Federation	\$ 613
Local Federation Member Org.	\$ 245
Local Unaffiliated Org.	\$ 340

Listing Type	Fee
Tier I Nat'l/Int'l Organizations	\$ 1,775
Tier II Nat'l/Int'l Organizations	\$ 510
Tier III Nat'l/Int'l Organizations	\$ 305
Tier I Local Organizations	\$ 620
Tier II Local Organizations	\$ 105
Tier III Local Organizations	\$ 14

\*\*\* All 2021 CFC fees effective December 1, 2020.

1. Tier I organizations are those that report \$1 million or more in revenue on the IRS Form 990 (or pro forma IRS Form 990) submitted with the CFC application.
2. Tier II organizations are those that report \$250 thousand or more in revenue, but less than \$1 million on the IRS Form 990 (or pro forma IRS Form 990) submitted with the CFC application.
3. Tier III organizations are those that report less than \$250 thousand in revenue on the IRS Form 990 (or pro forma IRS Form 990) submitted with the CFC application.