**FROM:**Department/Agency Head

**TO:**All employees

**CONTENT:** Campaign updates / Giving Tuesday

**DATE TO SEND:**Monday, Nov. 28 (day before Giving Tuesday)

**SUBJECT:** Be a changemaker this Giving Tuesday with the CFC

The holidays are upon us, and one of my favorite ways to ring in the season is with a gift through the Combined Federal Campaign (CFC). The CFC gives each of us the opportunity to support the causes that we care about – and the need is especially critical at this time, as many are still recovering from the challenges of the past few years and facing new challenges in 2022.

**If you haven’t pledged through this year’s CFC, I encourage you to start tomorrow.**

Tomorrow is Nov. 29, but to charities, their beneficiaries, and the entire federal community, it’s better known as Giving Tuesday – one of the most important days of charitable giving. Many charities rely on donations pledged on Giving Tuesday to help sustain their quality programs and continue their missions for the entirety of the upcoming year; historically, it is one of the biggest giving days of the CFC. **You can help us make the greatest impact**.

In addition to your generous pledge, I encourage you to supplement your gift with something invaluable: your time. Through the CFC you could tutor a child after school, clean up your neighborhood park, serve a hot meal at a shelter, translate legal documents for a refugee, and more. Visit the [online charity search](https://cfcgiving.opm.gov/offerings) or take a look in the Charity Listing to find CFC organizations accepting volunteer pledges.

You can truly be the face of change through the CFC. Whether you donate on Giving Tuesday, pledge to volunteer, or inspire your colleagues by sharing your story, you’re committing to those in need right here in our communities, across the nation, and around the world. Let’s demonstrate the generous nature of the federal community and show that [DEPT/AGENCY] is made up of dedicated changemakers.

Thank you for your commitment to changing our world.