

Join Our NYOH Community that is Greater Than Cancer

Sign-up to donate to the NYOH Community Cancer Foundation through payroll deduction today

Why choose payroll deduction to make a donation?

- Have the flexibility to choose the recurring donation amount each paycheck (min of \$5/pay period)
- No need to remember to write a check or submit your credit card info
- No transaction or online processing fees
- Receive an annual thank you gift from the Foundation
- Spread your gift over time, in smaller, more financially manageable amounts
- Ability to change the amount of your donation or cancel it at any time
- Recurring donations provide a predictable and steady donation source to the Foundation throughout the year

Your gift fills an immediate need with patients: to buy groceries to stay healthy, pay for rent to stay comfortable in their home, or provide other basic needs and resources while in treatment.

Here's how to sign-up for payroll deduction:

Complete our Payroll Deduction Authorization Form

<https://forms.office.com/r/x9Jx5S4Dse>



The NYOH Community Cancer Foundation is an independent, incorporated, non-profit 501(c)3. Donations to the Foundation are tax-deductible to the full extent of the law.

For more information:

Rachel Hye Youn Rupright, Foundation Administrator
rachel.rupright@usoncology.com or (518) 373-3950

THANK YOU

NYOH Community
Cancer Foundation

November 2023



Authorization for Charitable Donations Through Payroll Deduction Q&A for NYOH Employees Only

<https://forms.office.com/r/x9Jx5S4Dse>

How will my donation be used?

Your donation will support the NYOH Community Cancer Foundation (Foundation)'s mission and efforts to support local cancer patients with financial assistance, patient education, and other resources during treatment.

When does my payroll deduction begin?

You may sign-up to donate to the Foundation via payroll deduction at any time of year. Your donation will be withdrawn from payroll within 1-2 payroll dates after submitting your form, unless you notify the Foundation with a specific start date.

Do I need to renew my payroll deduction each year?

No renewals are required for your recurring donation. It is on-going.

How can I change or cancel my payroll deduction?

Complete and submit the same online form to change your deduction amount or cancel. You may modify or stop at any time of year.

Can I make a one-time donation through payroll deduction?

Payroll deduction for NYOH employees is intended for recurring gifts only. If you'd like to make a one-time donation, you can do so via our [online giving page](#).

How do I remember how much I'm donating via payroll deduction?

When initially completing the form, there is an option to "Send me an email receipt of my responses", which you should keep a copy for your records. Once payroll deduction occurs, you can view on your pay slip in Workday. You may also contact: nyohfoundation@usoncology.com at any time.

How will my donation be acknowledged by the Foundation?

The Foundation will e-mail you a confirmation of your enrollment and donation amount within 1 week of your pledge. Unless you've told us that you'd like to be anonymous, your name may be acknowledged and recognized on other Foundation materials (ex: website, NYOH employee newsletter) and/or attributed as part of the practice's overall total giving. You will also receive a small thank you gift in appreciation.

Will my supervisor or colleagues know how much I am donating via payroll deduction?

Giving to the Foundation is voluntary and a personal choice in an amount that is meaningful to you. Individual employee names with their associated donation amounts will never be shared publicly.

I donated to the Foundation as part of other Foundation fundraisers at our practice site. Are these donations linked or applied towards my payroll deduction amount?

Payroll deduction is one of the many multiple ways NYOH employees are invited to donate to the Foundation. It is separate from raffles, event tickets, practice-sponsored fundraisers, or other one-time gifts.

Is my donation tax-deductible?

The NYOH Community Cancer Foundation is an independent, incorporated, non-profit 501(c)3. Donations to the Foundation are tax-deductible to the full extent of the law. Please consult your tax advisor for your specific financial situation. For payroll deduction, it is an after-tax charitable donation.

Your last pay slip at the end of the year shows proof of your donation. In addition, you will receive a letter from the Foundation each January showing the total amount donated the previous calendar year, which you may use for any tax-reporting purposes.

Is giving to the Foundation a requirement of employment at NYOH?

Supporting the Foundation is optional. All employees of NYOH and AOR/NERBO are welcome to donate in an amount that is meaningful to them.

Are there other charities that I can choose to donate via NYOH's payroll deduction?

Not at this time.

What happens to my payroll deduction if I resign or am no longer employed at NYOH?

Your payroll deduction ends with your final payroll check. You can continue donating to the Foundation while not employed at NYOH through our [online giving page](#).

I am having problems submitting my information with the payroll deduction form or I have other questions. Who can I contact?

Rachel Hye Youn Rupright, Foundation Administrator: nyohfoundation@usoncology.com