**FROM:** Campaign Manager

**TO:** All staff

**CONTENT:** CFC Volunteer Recognition

**DATE TO SEND:** As soon as data is available

**SUBJECT:** *Show Some Love* with CFC volunteerism

Dear colleagues:

One of the greatest gifts a person can give is their time, and we are incredibly thankful for all volunteers who helped champion this year’s Combined Federal Campaign. We are also overwhelmed by the number of you who pledged to volunteer to causes and charities that you care about through the CFC.

In 2020, [NUMBER] federal employees in [DEPARTMENT/AGENCY OR ZONE NAME] pledged more than [TOTAL VOLUNTEER HOURS] to help people and communities in need. Across all campaigns, [NATIONAL NUMBER OF DONORS] pledged [TOTAL VOLUNTEER HOURS]. These pledges help people and communities in need and are a reflection of the generous nature of the federal community.

If you pledged volunteer time, be sure to reach out to the charity to learn about their options. Consider sharing about your volunteer experience with friends, family, and colleagues. You may inspire others to pledge volunteer time in the future!  When you volunteer through the CFC, you are taking on a valuable role with a powerful community of caring. So many charities rely on support from dedicated volunteers to keep essential programs running – through both in-person and virtual volunteerism.

Thank you for giving your time and talent to support your favorite causes through the CFC! Working together, our volunteer hours make a significant difference for those in need.

Best regards,

[Campaign Manager]

[Title]