**FROM:** Department/Agency Leadership

**TO:** All Employees

**CONTENT:** Pre-Thanksgiving

**DATE TO SEND:** Mid November

**SUBJECT:** Give thanks through the CFC

Dear colleagues:

The 2020 Combined Federal Campaign (CFC) is well underway, and this season of thanksgiving is the perfect time to *Show Some Love* to the charities and causes that mean the most to you. Thank you to all who have joined the CFC community and helped promote important charitable causes around the world. You are taking on a valuable role with a powerful community of caring that raises millions of dollars to help those in need each year.

If you have already submitted your donation, thank you! If you’re able, consider increasing your gift a few dollars. A small amount goes a long way, and with payroll deduction, your gifts add up quickly. By pledging a little bit each paycheck, your contribution will accrue throughout the year, amounting to a large impact. Every dollar counts, helping vulnerable communities in the following ways:

* **$40** (< $4 per month) tutors three students for an afternoon.
* **$50** ($4 per month) eases the transition for a foster child with a set of new toys.
* **$75** ($6.25 per month) feeds 30 foster dogs for one month.
* **$100** (<$9 per month) removes five pounds of trash from the ocean and coastlines.

If you haven’t pledged yet, it’s not too late to join the CFC community and help those in need. Together, the combined total of our contributions will add up to *Show a Lot of Love!*

Visit [GiveCFC.org](https://givecfc.org) to *Show Some Love* today!

[Department/Agency Leadership or Campaign Manager]

[Title]