

## To donate on the dedicated donation page online:

1. Go to [foodbankccs.org/countycup](https://www.foodbankccs.org/countycup) (Use this specific link for the Holiday Food Fight) –or– go to <https://www.foodbankccs.org/> and click on “News & Events” and then on “County Cup.” This takes you to the same page as the specific link.
2. Scroll down and click on the button that says “DONATE TO CONTRA COSTA COUNTY.” This window will open:

The screenshot shows the top of a donation page. At the top right, there is a button that says "Login to edit a recurring donation". Below this, the Food Bank logo is on the left, and the text "FOOD BANK OF CONTRA COSTA AND SOLANO" is in the center. To the right of the logo, there are two orange buttons: "\$120.00 Raised" and "\$50000.00 Goal". Below the logo and text is a large orange banner with the text "Counties Care Holiday Food Fight - Contra Costa". To the right of the banner is a photograph of a young girl smiling at a table. Below the banner is a paragraph of text: "Since 2004, employees of Contra Costa and Solano counties have competed during the holiday season to raise funds for the Food Bank. It's a friendly competition, with the county that raises the most funds per employee winning the Big Apple trophy for one year. The trophy and bragging rights pass back and forth, but the real winners are the hungry of both counties. In the 14 years since the Counties Care challenge began, the total amount raised by employees of both counties is 1,586,102.88." Below the paragraph is a section titled "How Much Would You Like to Donate Today?" with three buttons: "\$35 Provides 70 meals!", "\$50 Provides 100 meals!", and "\$75 Provides 150 meals!".

3. Select the amount you want to donate
4. NOTE: If you would like to donate regularly, click the preferred “Donation Frequency” button

The screenshot shows the "How Much Would You Like to Donate Today?" section with six buttons: "\$35 Provides 70 meals!", "\$50 Provides 100 meals!", "\$75 Provides 150 meals!", "\$100 Provides 200 meals!", "\$250 Provides 500 meals!", and "Other \$ Amount". Below this is the "Donation Frequency" section with a tooltip that says "Recurring donations are the best way to give steady support". There are four buttons: "One Time", "Monthly", "Quarterly", and "Annual". A red arrow points from the "Donation Frequency" section back to the "How Much Would You Like to Donate Today?" section.

5. Under "Tell us a little more" type into the box: [Department—*plus* division or address of building you work in if you're in EHSD or CCHS]. **This is a required field!**

Tell us a little more

What department are you supporting?

Email Interest OPTIONAL

I'd like to receive general e-news from the Food Bank of Contra Costa and Solano

6. Complete "Payment Information" by clicking on whichever button you prefer:

### Payment Information

Please click below to choose your payment method.

7. This window opens up if you click "Credit/Debit":

### Contact Information

### Billing Information

?

Expires  /

8. **THIS IS IMPORTANT:** The next box is **required**, and you won't be able to complete the donation until you have checked the correct entry ("Contra Costa County Employee" or "Friend of Contra Costa County"):

If you have a special purpose for your donation, please let us know.

I want my donation to be designated toward:

Select a designation

9. ALSO IMPORTANT: We now have the option of ensuring that the full amount we want to give to the Food Bank goes to the Food Bank—all we have to do is click the “Giving Option” button that suits our fancy. If you click “Donate 100%,” you will be charged an additional 3%, which covers the service fee the Food Bank pays to Network for Good.

### Giving Option

Your donation is securely processed by our nonprofit partner, Network for Good, with a 3% transaction fee to cover credit card fees, bank fees, and other processing costs. Please consider chipping in an additional 3% so 100% of your donation amount goes to us.

- Donate 100% - Add 3% so that 100% of the donation goes to Food Bank of Contra Costa and Solano.
- Donate 97% - I understand Network for Good will deduct 3% to cover transaction costs.

10. Hit that big orange button that says "DONATE NOW" and you're done!



[www.foodbankccs.org/countycup](http://www.foodbankccs.org/countycup)

11. ONE LAST NOTE: If you are already a recurring online donor at the Food Bank, there's a button at the very top of the donation page where you can edit your donation to be credited toward the Holiday Food Fight year-round. That's a good thing!!

