



UNITED STATES OFFICE OF PERSONNEL MANAGEMENT  
Washington, DC 20415

The Director

MEMORANDUM FOR HEADS OF EXECUTIVE DEPARTMENTS AND AGENCIES

FROM: KATHLEEN M. MCGETTIGAN  
ACTING DIRECTOR

Subject: CFC Special Solicitation – 2021 Winter Storm Shirley Response and Recovery

Through the annual Combined Federal Campaign (CFC), members of the Federal family demonstrate that our commitment to public service extends far beyond the workplace. Last year, Federal employees and retirees generously contributed tens of millions of dollars in volunteer contributions and time to thousands of local, national, and international causes in both funds and volunteer time through the CFC. Dollars pledged will provide critical support to a wide range of needs through this year.

President Joseph R. Biden, Jr. declared that a major disaster exists in the State of Texas and ordered federal assistance to supplement state and local recovery efforts in the areas affected by severe winter storms beginning on February 11, 2021. Millions of Americans are in great need, with many are still without water, food, and other basic needs.

In response to the appeals to OPM from the Federal Executive Boards in Houston, Dallas, and San Antonio, I have asked the Combined Federal Campaign to open a special solicitation to help victims affected by the severe winter weather, power outages, and water shortages in Texas and other affected states.

A nationwide special solicitation will allow Federal employees to voluntarily support not only the local nonprofits in the state of Texas but also to support non-profits nationwide who are responding to the devastation caused by the severe winter storm. All non-profits included in this Special Solicitation have been vetted and approved to participate in the 2020 Combined Federal Campaign (CFC).

Under the existing CFC regulatory authority,<sup>1</sup> I am authorizing a special CFC solicitation using the [CFC online donation portal](#) for 30 days.

This special solicitation provides an opportunity for Federal employees, members of the military, postal workers and retirees to create a new gift or an extra gift to support their favorite CFC-participating charities online or through the CFC mobile giving app. (The list is limited to the charities accepted by the CFC in 2020).

- One hundred percent (100%) of the gifts made in this campaign will go to charities (without a distribution fee).

- Funds pledged will be paid out to charities by the 15<sup>th</sup> day of the month following receipt of the pledge by the CFC Central Campaign Administrator.
- Any employee who did not pledge via payroll deduction in fall 2020 can make a payroll-funded gift through the CFC.
- Existing donors who pledged by payroll allotments in the fall of 2020 can make additional donations with electronic credit, debit, or ACH gift on the [CFC giving platform](#) or the mobile app. (Existing 2020 Payroll pledges cannot be increased at this time.)

Donors can pledge to the more than 6,000 charities that were on the Fall CFC Charity List. Federal reviewers vetted these qualified 501(c)(3) organizations. These CFC charities are uniquely positioned to supplement the Federal government's overall response by allowing employees to pledge additional resources to these vetted charities and to those that are actively responding to this weather disaster.

**We Need Your Help:** Your active and visible leadership is critical to the impact that this campaign will make in supporting the work of these charities. To assure that the employees in your department or agency know that we are coming together again to support CFC charities during this challenging time, we ask you to amplify the OPM announcement to your workforce through internal communications.

Attached is a one-pager that your leaders can use to publicize the special solicitation. Additional communications and social media tools will be sent to your headquarters to share with your local, national, and worldwide employees.

Through this CFC special solicitation, you can join OPM in encouraging Federal, postal, military personnel, and retirees to provide emergency assistance that will contribute toward the ability of charities to help the people that rely upon them in our communities. Implementing another almost 100 percent electronic campaign will leverage the current telework environment, and will minimize costs, paperwork, and other infrastructure needs.

If you have any questions, please email [cfc@opm.gov](mailto:cfc@opm.gov) or call (202) 606-2564.

Cc: Federal Executive Boards  
Chief Human Capital Officers (CHCOs)  
Deputy CHCOs  
Local Federal Coordinating Committees  
Outreach Coordinators

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<sup>1</sup> 5 CFR §950.102 Scope of the Combined Federal Campaign. (a) (2): "The Director may grant permission for solicitations of Federal employees, outside the CFC, in support of victims in cases of emergencies and disasters. Emergencies and disasters are defined as any hurricane, tornado storm, flood, high water, wind-driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, snowstorm, drought, fire, explosion, or other catastrophes in any part of the world. Any special solicitations will be managed through a Disaster Relief Program developed by OPM."