

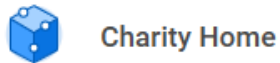
# Making a Roper St. Francis Foundation Pledge in Workday

## RSFH TEAMMATE GIVING THROUGH WORKDAY

RSFH teammates can make recurring or one-time donations in Workday. Donation funds come directly out of paychecks for a seamless experience.

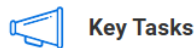
## MAKING A DONATION

Locate the **Charity Home** App from Workday's Global Navigation Menu on the upper left of Workday Home.



From Charity Home, click *Make a Donation*

### Get Started



Make a Donation

My Donations

From the next screen, choose a specific Foundation Designation or pick Area of Greatest Need and click *Donate*.

### Fund Selection

Choose a fund from the list below and click on the donate button to make your gift.

If you wish to contribute anonymously, please contact Maggie Collins at Maggie.Collins@rsfh.com

Funds 35 items

Fund	Actions
Area of Greatest Need	<button>Donate</button>
Cancer Care - Cancer Research	<button>Donate</button>
Cancer Care - Cancer Survivorship	<button>Donate</button>
Cancer Care - Cancer Technology Advancement	<button>Donate</button>
Cancer Care - Donna Fielding Cancer Wellness Institute	<button>Donate</button>
Cancer Care - Screenings	<button>Donate</button>

### Complete the Donation

- Enter desired amount in the *Donation Amount* field
- Select the *Frequency*: One-Time or Recurring
- Choose the *Donation Date* (default is current day)

### Donate to Charity

Fund

Area of Greatest Need

Donation Amount \*

0

Donation Frequency \*

☐ One-time

☐ Recurring

One-time donations are deducted on your first pay that occurs on or after the donation date.

Recurring donations are deducted every pay on or after the donation date until they are stopped.

Donation Date \*

11/12/2025

OK

Cancel

## VIEW SUBMITTED DONATIONS


To view donation pledges you've made, select **My Donations** from the Charity Home page

Your screens and processes may vary from this document.

Last Updated: 12/4/25

# Making a Roper St. Francis Foundation Pledge in Workday

## Get Started

**Key Tasks**

Make a DonationMy Donations

One-time donations that have been processed will show a status of Completed.

Recurring donations showing a status of Active can be stopped at any time by selecting **Stop**.

Charitable Donations 4 items

Fund	Amount	Type	Status	
Departments - Spinal Cord Injury	75	Recurring	Active	<button>Stop</button>
Cancer Care - Screenings	100	One-time	Completed	
Community Health - Mobile Health Unit	25	Recurring	Active	<button>Stop</button>
Departments - Women's Health	75.5	Recurring	Active	<button>Stop</button>

## CHANGE A PLEDGED DONATION

To make changes, remove the donation and submit a new donation: From *My Donations*, click **Stop** then tick the **Confirm** box and select **Ok**.

Navigate back to **Make a Donation** to submit a new one.

**Stop Charitable Donation**

Charity  
Mission - Pet Therapy

Donation Amount  
50

Donation Type  
One-time

Donation Date  
11/17/2025

This donation has not caused any deductions yet. Stopping this donation will also delete it.

Confirm \*  
☒

OKCancel

## SUPPORT

For assistance with this Workday donation process, please submit a general HR inquiry ticket or contact HR Services at 888-691-5729.

For questions about your giving, please contact Maggie Collins at [Maggie.Collins@rsfh.com](mailto:Maggie.Collins@rsfh.com) or 843-789-1627.