



CALCULATING CHAMPION & TORCHBEARER GIVING STATUS

CHAMPION givers are employees who donate at least ½ hour of their salary or more per pay period.

TORCHBEARER givers are employees who donate at least 1 hour of their salary or more per pay period.

Current salary information is uploaded prior to the start of the campaign. If you were a Champion giver last year and you received a salary increase at any point in the last year, you will need to update your pledge amount to maintain Champion level status.

When you select “payroll deduction” as your giving method, you will see a dollar amount pre-populated in the field marked “Amount Per Period.” **THIS IS YOUR CHAMPION GIVING AMOUNT.**

Once you delete or modify that amount, it will NOT repopulate. If this happens, you can calculate your Champion giving amount using an [external calculator](#) or you can do the math manually yourself.

The formula for the calculation is:

STEP 1: **YOUR TOTAL ANNUAL SALARY**

$$\frac{\text{YOUR TOTAL ANNUAL SALARY}}{52}$$

52
(# of weeks per year)

= YOUR WEEKLY SALARY

STEP 2: **YOUR WEEKLY SALARY**

$$\frac{\text{YOUR WEEKLY SALARY}}{37.5}$$

37.5
(# of hours worked per week
for F/T employees)

**= YOUR TORCHBEARER AMOUNT
(per pay period)**

STEP 3: **YOUR TORCHBEARER AMOUNT**

$$\frac{\text{YOUR TORCHBEARER AMOUNT}}{2}$$

**= YOUR CHAMPION AMOUNT
(per pay period)**