UT Campus Chest Campaign
Pledging through Philanthropy Cloud- Step by Step Guide

Logging In

Go to [https://campuschest.utk.edu](https://campuschest.utk.edu) and click on “Make A Pledge” from the homepage. Use your regular Net ID and Password to login.

If you have an issue logging in, please notify our office at campuschest@utk.edu.

How to Pledge

From the Campus Chest Philanthropy Cloud Homepage, you can pledge 5 ways. Instructions for each method are provided below.

1) Give directly to United Way of Greater Knoxville (UWGK).
2) Give directly to Community Shares of TN (CS).
3) Donate to an Independent Agencies or partner agencies of UWGK or CS.
4) Donate to agencies through the search bar on the homepage.
5) Renew your pledge from last year.

1) Give directly to United Way of Greater Knoxville.
   i. Scroll through the banners at the top of the pledge page until you find United Way of Greater Knoxville and click “Donate”.

   ![United Way of Greater Knoxville banner]

   ii. Select a Payment Method
       Select Payment Method
       - [Credit Card](#)
       - [Payroll](#)
       - [Check](#)
       - [Cash](#)

   iii. Select/enter the total donation amount.
   iv. Finalize the pledge by clicking Donate.

2) Give directly to Community Shares of Tennessee.
   i. Scroll through the banners at the top of the pledge page until you find Community Shares of TN and click “Donate”.

   ![Community Shares of TN banner]
ii. Select a Payment Method

iii. Select/enter the total donation amount.

iv. Finalize the pledge by clicking Donate.

3) Donate to an Independent Agency or partner agency of UWGK or CS.
   i. Scroll through the banners at the top of the pledge page until you find Campus Chest and click “Donate”.

   ii. All of the Independent Agencies listed in the Brochure can be found at the bottom of the instructions in the next step.
   *The agencies listed received 10 or more pledges in the 2020-2021 campaign.*

   iii. Select your payment method and total amount, then click “Donate” to move to the final step for agency selections.

   iv. Click on “+ Add Recipient” to search for your agency of interest. You can add as many agencies as preferred and disburse your total donation amount between them as you prefer.
i. From the Homepage, click on the Story Card titled “UT Campus Chest and Independent Agencies”.

-OR-

v. All of the Independent Agencies listed in the Brochure can be found at the bottom of the next page. Simply select which one you are interested in, then a payment method, total amount, and finalize your donation.

vi. These steps will need to be done for each unaffiliated agency you wish to donate to.

4) Donate to Agencies Through the Search Bar.

i. From the homepage, type in the name of the non-affiliated agency you would like to donate to and hit enter.

ii. From the list of results, select the preferred agency. Be sure to look at the location to ensure it’s the correct one in the desired area.

iii. Select a payment method, select a total amount, then finalize your donation.

iv. You can repeat these steps for each unaffiliated agency you wish to donate to.
5) Renew your pledge from last year.
   i. From the homepage, click on your profile link in the top right corner.
   ii. Scroll to the bottom of your profile page. If you donated through the portal last year, there will be a summary of all the agency pledges submitted. Click the “Donate Again” icon as applicable.