UT Campus Chest Campaign

Pledging through Philanthropy Cloud - Step by Step Guide

1. Go to https://campuschest.utk.edu and click on “Make A Pledge” from the homepage.
2. You will be routed to Philanthropy Cloud for LOGIN. Use NetID@tennessee.edu and click NEXT.

3. At the password screen, enter your NetID Password OR select sign in with UTK-SSO to the UT central login page.

4. From the Campus Chest Philanthropy Cloud Homepage, you can start pledging 3 ways:
A. Donating to Community Shares, United Way of Greater Knoxville, or any of their partner agencies.
   i. Click Donate

   ![Donate Button](image)

   ii. Select a Payment Method

   Select Payment Method

   - Credit Card
   - Payroll
   - Check
   - Cash

   ![Select Payment Method](image)

   iii. Select a total amount and how to distribute the total amount to Community Shares (CS) and/or United Way of Greater Knoxville (UWGK).

   **Note:** To donate to a partner agency of CS or UWGK, click on “Add Note” from the Recipients screen and type in the name of the partner agency/agencies and amount to designate.

   ![Add Note](image)

   iv. Finalize the pledge.
B. Donating to Non-Affiliated Agencies In the Brochure Through a Story Card.

i. From the Homepage, click on the Story Card titled “UT Campus Chest and Nonaffiliated Agencies”.

![Story Card Image]

ii. All of the Nonaffiliated Agencies listed in the Brochure can be found at the bottom of the next page. Simply select which one you are interested in.

*The agencies listed received 10 or more pledges in the 2019 campaign.*

![List of Agencies Image]

iii. To pledge select a payment method, select a total amount, then finalize your donation.
iv. These steps will need to be done for each unaffiliated agency you wish to donate to.

**C. Donating to Non-Affiliated 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.

![Search Bar](image)

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

***A record of your donations and volunteer entries can be found at the bottom of your profile page.***