



## GENERAL

### 1. WHO DO I CONTACT IF I HAVE QUESTIONS?

Please contact Paruj Acharya at [paruj\\_acharya@uhc.com](mailto:paruj_acharya@uhc.com).

### 2. HOW DO I SIGN UP FOR MY STRAVA REGIONAL TEAM?

To make this year's event as interactive as possible we have created Strava Groups for your region to track your activity and see how your teammates are doing. Strava is a free application you can download on your smart phone to track your activity. Note this is optional for you to participate. To join a team, please use one of the following links. We will quickly approve your request and you will be ready to record/ share your activities. If you need more information on setting up a Strava account, please see question three below.

Southeast Region: [www.strava.com/clubs/southeast-region-638589](http://www.strava.com/clubs/southeast-region-638589)

West Region: [www.strava.com/clubs/west-region-641684](http://www.strava.com/clubs/west-region-641684)

Northeast Region: [www.strava.com/clubs/northeast-region-641695](http://www.strava.com/clubs/northeast-region-641695)

Central Region: [www.strava.com/clubs/central-region-641667](http://www.strava.com/clubs/central-region-641667)

### 3. HOW DO I CREATE A STRAVA ACCOUNT?

Sign up for a free Strava account if you don't already have one at <http://www.strava.com/>, or through the individual team links listed above or download the Strava app to your phone and then sign up from there. The sign-up process is simple, and you will have the option of signing up using your Facebook, Google and Apple accounts or you can just use your email. Please remember you don't need the paying versions to record your activities.



#### 4. HOW DO I RECORD MY STEPS?

If you will be using your phone or GPS device to upload to Strava then please refer to this page:

<https://support.strava.com/hc/en-us/articles/223297187-// How-to-get-your-Activities-to-Strava>

If you will be uploading your activity manually to Strava then please follow these steps:

- a. Log into Strava
- b. Click on “Upload” at the top right corner of the page
- c. Click on “Manual” as listed on the left side
- d. Select your Activity Type, enter the other required fields, and click “Create” While Strava can be accessed through the web ([www.strava.com](http://www.strava.com)) or through the app on your mobile device, it will be more convenient for you to download the app to your phone to be able to record your activities directly.

#### 5. DO I HAVE TO DO ALL MY ACITVITY AT ONCE, OR CAN I SPACE IT OUT OVER TIME?

You are free to accumulate activity on your own schedule and doing whatever you enjoy. You can choose to do them all at once or a little each day, whatever works best for you. Come join us and Move with a Mission!

#### 6. WHERE WILL MY PROCEEDS GO?

All the money you raise will stay in the region you select at registration to help fund UHCCF medical grants for kids in that region.



## **7. HOW ARE CREDIT CARD TRANSACTIONS HANDLED AND IS MY PERSONAL INFORMATION SECURE?**

OneCause uses a credit card vault called Spreedly. Spreedly is PCI-compliant and connects to most payment gateways. On our donation forms, the section of fields for credit card information is a small iframe hosted by Spreedly, which means our platform never sees, captures, or stores the credit card information.

## **8. FORGOT OR NEED TO CHANGE YOUR PASSWORD?**

Please visit the Steppin' Up For Kids registration site:

<https://p2p.onecause.com/uhccfsufk2021> and click "log in". You will be able to reset your password there.

## **REGISTRATION**

### **1. WHAT ARE MY OPTIONS FOR REGISTERING?**

There is a \$25 registration fee to participate in Steppin' Up for Kids. All registered participants will receive a t-shirt. Upon registering you will have the option to fundraise.

### **2. HOW DO I SIGN UP UNDER A REGION?**

When registering, select the region you want your fee and the money you raise to be allocated to.

### **3. DO I HAVE TO RAISE MONEY TO PARTICIPATE?**

You are not required to raise money. You can simply register and pay the \$25 registration fee. You will still have access to your own personal page in case you choose to fundraise.



## FUNDRAISING

### 1. IS THERE A MINIMUM FUNDRAISING AMOUNT?

No. Every little bit counts, even as little as \$1. There are, however, appreciation gifts you are eligible to receive based on the amount you raise. The top fundraisers in each region will have a UHCCF medical grant awarded in their honor.

### 2. DO YOU HAVE ANY TOOLS AVAILABLE TO HELP FUNDRAISE?

Yes! Simply log in to your personal fundraising page. There you will find templates that you can send via email, social media channels and text to your family and friends to encourage them to support you or register themselves for Steppin' Up for Kids.

### 3. CAN FRIENDS AND FAMILY MAKE A DONATION TO MY PAGE?

Yes, anyone is welcome to contribute! You can direct them to your Steppin' Up for Kids fundraiser page, where they can click the "Donate" button. They will then be prompted to fill out a donation form.

### 4. HOW CAN I SEE WHO HAS DONATED TO ME?

Log in to your One Cause account and go to your fundraising dashboard. You'll be able to see a timeline of all your donors and you can thank them easily.



## DONATIONS

### 1. IF I'M A UNITEDHEALTH GROUP EMPLOYEE, HOW DO I SUBMIT MY MATCH REQUEST?

If you are a UnitedHealth Group, UnitedHealthcare or Optum employee you can submit your receipt from One Cause to have your registration fee matched by the UnitedHealth Foundation. Click [https://unitedhealthgroup.benevity.org/request-a-match/?cause\\_id=840-522177891](https://unitedhealthgroup.benevity.org/request-a-match/?cause_id=840-522177891) to submit your match through the United for Giving portal. Once you've submitted a match, email the copy of the confirmation to [customerservice@uhccf.org](mailto:customerservice@uhccf.org) and the match will be added to your fundraising page. Please note the region you are registered under in the subject line of the email when sending your donation confirmation so we can apply the match to your selected region.

### 2. IF I AM NOT A UNITEDHEALTH GROUP EMPLOYEE, WHERE CAN I SEE IF MY DONATION IS MATCH-ELIGIBLE?

If you are employed by another company click <https://doublethedonation.com/uhccf> to use our look up tool to see if your employer will match your registration fee.

### 3. ARE DONATIONS TAX DEDUCTIBLE?

The UnitedHealthcare Children's Foundation (Fed ID 52-2177891) is a Section 501(c)(3) tax-exempt organization under the Internal Revenue Code, and your contribution is deductible for Federal income tax purposes under Section 170(b)(1)(A)(vi) of the Code. Internal Revenue Service regulations require us to advise you that no goods or services were provided to you in whole or partial consideration for this contribution.



## APPRECIATION GIFTS

### 1. WHEN WILL I RECEIVE MY T-SHIRT?

If you register by May 6, 2021 you will be one of the first to receive your 2021 Steppin' Up for Kids t-shirts. If you register after this date you will receive your t-shirt after June 30.

### 2. WHEN WILL I RECEIVE MY APPRECIATION GIFT?

Appreciation gifts will be sent a few weeks after June 30, 2021.

### 3. WHEN AND WHERE WILL THE TOP FUNDRAISERS BE ANNOUNCED?

Top Fundraisers will be announced on June 30, 2021 on the Steppin' Up for Kids site. Winners will also be notified by email.