

## CFC Webinar Q&A

Question Asked	Answer Given
Can we ask other fundraising questions?	This webinar is focused on CFC, but feel free to submit questions through the web portal at Field Fundraising.
what is the application fee cost	See the CFC Webinar slide deck handouts
Can the application be started and saved and completed on another day	Yes, the CFC system allows for saving your work and returning at a later time.
How do you create a CFC number?	It is the at the beginning of the account set-up process during application.
Sorry clarification can CFC number be included in cap.gov email signature block?	At this time, there is not written guidance prohibiting the utilization of the CFC # in your signature block. Including the CFC # is not a direct fundraising ask, but serves as a point of information.
Would a wing applying for CFC be a federation?	We are asking Wings to not apply as a federation until we have time to prepare for the 2020 application process. The challenge is identifying the disbursement and allocation process as the federation is responsible for managing the details. It may certainly be a recommendation by NHQ for 2020. Thanks for giving us time to navigate the process.
Can 2 units combine under one CFC number and share costs and disbursements?	It is certainly a choice to consider.
If a member pays the fee is it tax deductible?	As always, check with your local tax accountant for what may be tax deductible for you. However, paying the bill directly and submitting the receipt is more than likely not deductible. Donating funds to the unit to pay the application could be considered if it is a general donation.
Is the application fee annual or every three years?	Clarification to webinar - the fee IS due every year.
As a Group 800 HQ Unit (School Enrichment Program), we receive monies from the State, how would that be listed? Total budget is spent each year to support our 800 units	Major Jim Mathews is researching this one for you
Will this webinar be available for those who could not make it on this call?	It is, and will be posted by tomorrow to the Field Fundraising website <a href="http://www.GoCivilAirPatrol.com/fieldfr/cfc">www.GoCivilAirPatrol.com/fieldfr/cfc</a>
They collected the fee last year! 365.00 again.	We have a clarification from CFC and the application and listing fees are due annually

Repeat & confirm that the application fee is every 3 years vs every year as our Squadron	We have a clarification from CFC and the application and listing fees are due annually
Is the Listing Fee annual?	We have a clarification from CFC and the application and listing fees are due annually
Can we join together in a Group under Wing?	You may consider having just the Wing apply as there can only be one entity listed. At this time we are not advising Wings establish their own Federation. However, we will look at this as a potential recommendation in 2020.
Based on the slides, the application for an Individual squadron is \$400. Is this correct?	Depending on revenue of the squadron, yes. Plus a listing fee.
Thank you for doing this, Jim. Are the fees one-time fees or annual?	Annual
Is this webinar being recorded? I didn't realize my squadron commander and/or our finance officer should watch.	It is, and will be posted by tomorrow to the Field Fundraising website <a href="http://www.GoCivilAirPatrol.com/fieldfr/cfc">www.GoCivilAirPatrol.com/fieldfr/cfc</a>
Can the personal email used to create the account be removed later?	yes
Is IRS 990 compiled/submitted by the Wing?	yes
For the application fee is that something the individual signing up have to pay upfront or can the squadron pay for that?	It is advised you communicate with your finance committee to determine who and how fees are paid and documented.
If one of my goals as the Legislative Squadron Commander for the Wing is to obtain funding from a Corporate Sponsor, is CFC relevant or necessary. In addition, if another goal is to add CAP to annual corporate fund raising campaign with large employers. Again, do I need to follow CFC guidelines. Thank you	CFC is a campaign by which Federal employees make a contribution through payroll deduction. Contact with corporations is independent of CFC. If the Corporation you are contacting has a larger geographic/national footprint, you'll want to contact <a href="mailto:giving@gocivilairpatrol.org">giving@gocivilairpatrol.org</a> to make sure we are not duplicating efforts and can add your interest into our proposal. As always, focus on CAP Regulation 173-4
Who collects the money and where does it go ? Is the squadron able to put it in there own account or do we have to send it to Wing like the current policy?	CFC collects the funds and distributes them following the campaign. Please note CFC does take a fee out of the payments which has averaged between 12-16% and is not set until after the campaign is completed. The funds would be payable to the squadron and would be held according to NHQ policy.
Who is the contact person to get help filling the form out ?	You may submit questions through the CAP CFC portal at <a href="http://www.gocivilairpatrol.org/fieldfr/cfc">www.gocivilairpatrol.org/fieldfr/cfc</a>

Do you list the cost of goods for a fund raising expense. For instance we sold candles and had a cost of goods.	Best practice would be to list it
If the application fee is every 3 years, is the fund raising expense is \$133/year or is the fund raising expense \$400 yrs. 1 and then 0 for year 2 and 3?	We have a clarification from CFC and the application and listing fees are due annually
How do we pay the application fee. E108?	You pay the application fee online.
A small unit (10-15 people). Could the fees be waived?	CFC has set the fees and they are universal and cannot be waived.
Could this be used for a wing level AE program?	Funds received by the unit may be expended to support programming for the unit.
all fees have to be paid in with applications?? what if you cant afford that	CFC application and listing may not be for every squadron. Consider the return on investment to decide if your unit should apply.
What's your contact information?	visit <a href="http://www.Gocivilairpatrol.org.fieldfr/cfc">www. Gocivilairpatrol.org.fieldfr/cfc</a> for the contact form
do we need to list the cost of the CFC as a fund raising expense?	If you re-apply or were listed last year.
What is the deadline??	As of 1/3/2019, the deadline is January 31, 2019