

## How to Submit your Donation for UHG Match

## **GETTING STARTED**

Follow the below steps to create your log-in credentials for your United for Giving portal.

- 1. Set Up Your Account. Click <u>here</u> to create your individualized password. If it's your first time logging in, simply click the "Forgot password" link and enter your SCA email address. A link to set your password will be sent to you.
- 2. Log In. Once logged in, you can fill out the rest of your profile.
- 3. **Bookmark** <u>unitedhealthgroup.benevity.org</u> **on Your Browser.** This will allow you to easily access the site in the future just enter your username and password to access your portal.

Whether you choose to donate or volunteer, UnitedHealth Group is committed to helping you make an impact on the causes you care about the most.

If you have any questions, please reach out to giving@uhg.com.

## SUBMITTING YOUR MATCH

- 1. Locate your receipt. One World Surgery will email you a PDF receipt of your total donation if you are a bi-weekly donor. If you make a one-time donation (payroll or credit card) your email confirmation receipt will serve as your documentation. Please save it as a PDF.
- 2. Log-in with the credentials you established and navigate to the "Quick Links" menu in the header bar and choose "Request a Match"



My Dashboard

Make a Donation Volunteer

What's New Qu



Search

3. Search for and select One World Surgery via the text box in the "Find An Eligible Cause" section

Find An Eligible Cause	Search for the cause you donated to and would like to receive a match.	
	ONE WORLD SURGERY Deerfield, Illinois, United States x Remove	
	✓	
	Eligible for matching	
	Filter by Country/Location	
	United States	
	Maximum amount of attachments reached.	
	One World Surgery Search	
Donation Details	Original Donation Currency*	
	USD ~	
Enter your donation amount in the	e donation text box	
Upload your receipt		
Donation Details	Original Donation Currency*	
	USD V	
	Original Donation Amount*	
	50	
	Your Estimated Match in USD	
	\$50.00 Edit Match	
	Donation Date (YYYY-MM-DD) *	
	2021-05-04	

I have a PDF or image file of my original donation receipt

Upload a PDF or image file of your original donation receipt by clicking the Upload button.  $\boldsymbol{\star}$ 

Upload

6. Click the "Confirm Match Request" button

Upload Your Receipt

4.

5.

	Next: Confirm Match Request
Classified as Confid	ientiai

- 7. Email <u>molly.hill@oneworldsurgery.org</u> to notify her that you have submitted your match so you can be entered into the raffle drawing.
- 8. Feel good knowing you have made a tremendous difference in global health!