

Office of Human Resources  
***1801 Charitable Contributions Program***

2025-06-03

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**Georgia Department of Human Services  
Human Resources Policy #1801**

**Charitable Contributions Program**

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**References:** O.C.G.A. 45-20-50, et seq. - Voluntary Deductions

**Next Review Date:**

The Charitable Contributions Program is an annual statewide program that gives State employees the opportunity to support eligible charitable organizations. Employees may choose to contribute through a voluntary monthly payroll deduction or may choose to make a onetime contribution (i.e., cash, check or money order).

## Section A: Program Administration

1. The State Personnel Board, through advisory committees, determines which charitable organizations will be included in the program each year and how information regarding the annual campaign will be communicated.
2. The Commissioner of the Department of Human Services will name a campaign coordinator each year.
3. DHS organizational units may conduct fund-raising activities related to the Charitable Contributions Program, as approved by management.

## Section B: Solicitation

1. The only authorized solicitation of employees is the annual campaign of the Charitable Contributions Program.
2. Solicitation by unauthorized charitable organizations for employee contributions is prohibited.

## Section C: Coercion Prohibited

1. Georgia law prohibits coercion of employees to participate in the Charitable Contributions Program. Individual decisions to contribute are voluntary.

For additional information or assistance, please contact your local Human Resource Office, or email [DHS-Policies@dhs.ga.gov](mailto:DHS-Policies@dhs.ga.gov).