

**Data Export Format Specification for
Company Donor Export**

Field #	Field Name	Data Type	Maximum Length	Format
1	Donor Identifier	Text	50	
2	Username	Text	50	
3	Password ^A	Text	15	
4	Prefix	Text	8	
5	Last Name	Text	50	
6	First Name	Text	50	
7	Middle Name	Text	50	
8	Suffix	Text	4	
9	Nickname	Text	50	
10	Gender ^B	Text	1	
11	Employee Number	Text	14	
12	Social Security Number	Numeric	9	
13	Home Address Line 1	Text	100	
14	Home Address Line 2	Text	100	
15	Home City	Text	50	
16	Home State/Province	Text/Text	2/200	
17	Home Zip Code/Postal Code	Numeric/Text	5/10	
18	Home Zip Code Ext	Numeric	4	
19	Home Country	Text	2	
20	Home Phone	Numeric	15	

Field #	Field Name	Data Type	Maximum Length	Format
21	Home Email Address	Text	80	
22	Work Address Line 1	Text	100	
23	Work Address Line 2	Text	100	
24	Work City	Text	50	
25	Work State/Province	Text/Text	2/200	
26	Work Zip code/Postal Code	Numeric/Text	5/10	
27	Work Zip code Ext	Numeric	4	#.00
28	Work Country	Text	2	
29	Work Phone	Numeric	15	
30	Work Email Address	Text	80	
31	Mailing Address Preference ^c	Text	1	
32	Annual Salary	Currency	10	
33	Hourly Pay Rate	Currency	10	#.00
34	Paid Time Off Rate	Currency	10	
35	Pay Period Code	Text	10	
36	Company Level Code	Text	20	
37	Functional Hierarchy Level Code	Text	20	
38	Coordinator Hierarchy Level Code	Text	20	
39	Leadership Recognition Name	Text	65	
40	Anonymous	Text	1	
41	Spouse Name	Text	65	
42	Spouse Employer	Text	65	

Field #	Field Name	Data Type	Maximum Length	Format
43	Spouse Pledge Amount	Currency	10	
44	Custom Field 1 Description ^D	Text	50	
45	Custom Field 1 Value ^D	Text	50	
46	Custom Field 2 Description ^D	Text	50	
47	Custom Field 2 Value ^D	Text	50	
48	Custom Field 3 Description ^D	Text	50	
49	Custom Field 3 Value ^D	Text	50	
50	Custom Field 4 Description ^D	Text	50	
51	Custom Field 4 Value ^D	Text	50	
52	Custom Field 5 Description ^D	Text	50	
53	Custom Field 5 Value ^D	Text	50	
54	Custom Field 6 Description ^D	Text	50	
55	Custom Field 6 Value ^D	Text	50	
56	Custom Field 7 Description ^D	Text	50	
57	Custom Field 7 Value ^D	Text	50	
58	Custom Field 8 Description ^D	Text	50	
59	Custom Field 8 Value ^D	Text	50	
60	Custom Variable 1 ^E	Text	100	
61	Custom Variable 2 ^E	Text	100	
62	Custom Variable 3 ^E	Text	100	
63	Custom Variable 4 ^E	Text	100	
64	Custom Variable 5 ^E	Text	100	

Field #	Field Name	Data Type	Maximum Length	Format
65	Custom Variable 6 ^E	Text	100	
66	Custom Variable 7 ^E	Text	100	
67	Custom Variable 8 ^E	Text	100	
68	System Administrator User Name	Text	50	
69	Coordinator Hierarchy Role Code	Text	20	
70	Change Password Required At Next Login ^F	Text	1	
71	Last Year's Total Annual Gift	Currency	10	
72	Donation Ask Amount	Currency	10	
73	Donation Edit Type ^G	Numeric	1	
74	Donation Count Limit ^H	Numeric	2	
75	Payroll Donation Count Limit ^M	Numeric	2	
76	Donor Group Name	Text	100	
77	Coordinator Hierarchy Reporting Code	Text	20	
78	Coordinator User Name ^I	Text	50	
79	RegistrationCustomField1Description ^J	Text	100	
80	RegistrationCustomField1 ^J	Text	50	
81	RegistrationCustomField2Description ^J	Text	100	
82	RegistrationCustomField2 ^J	Text	50	
83	RegistrationCustomField3Description ^J	Text	100	
84	RegistrationCustomField3 ^J	Text	50	
85	RegistrationCustomField4Description ^J	Text	100	

Field #	Field Name	Data Type	Maximum Length	Format
86	RegistrationCustomField4 ^J	Text	50	
87	RegistrationCustomField5Description ^J	Text	100	
88	RegistrationCustomField5 ^J	Text	50	
89	RegistrationCustomField6Description ^J	Text	100	
90	RegistrationCustomField6 ^J	Text	50	
91	RegistrationCustomField7Description	Text	100	
92	RegistrationCustomField7 ^J	Text	50	
93	RegistrationCustomField8Description ^J	Text	100	
94	RegistrationCustomField8 ^J	Text	50	
95	CoordinatorSummaryCode ^L	Text	20	

^A Values for Gender are:

- M - male
- F - female
- N – choose not to disclose or no value provided

^B Values for IsAnonymous are:

- Y - Yes
- N - No

^C Values for SalaryTypeCode include:

- 0 – None
- 1 – Salary
- 2 – Hourly

^D Custom fields contain any values that you would like to “pass through” the system and are included on the “generic export”. These values are not visible through the administrative or donor interface.

For users of Rainbow, the custom fields are specifically used to associate and track key donor information as the information moves from Rainbow, to United-eWay, and back to Rainbow. The fields imported into United-eWay (through the use of this file specification) will be mapped and included as part of the United-eWay Rainbow export file as follows:

Data Reference	Rainbow file name	Rainbow field name	United-eWay donor record import field name	Length
Home Address	IMPADDR	IA_ADKEY	Custom Field 1 Value	10
Home Address	IMPADDR	IA_AEKEY	Custom Field 2 Value	10
Work Address	IMPADDR	IA_ADKEY	Custom Field 3 Value	10
Work Address	IMPADDR	IA_AEKEY	Custom Field 4 Value	10
Home Phone	IMPPHONE	IP_PHKEY	Custom Field 5 Value	10
Work Phone	IMPPHONE	IP_PHKEY	Custom Field 6 Value	10

^E Custom variables contain any values that you would like to present to the donor during the on-line donation process through the use of the variable replacement feature.

^F Valid values for Change Password Required At Next Login are:

Y
N

If no value is provided for Change Password Required At Next Login, a value of N (No) will be used as a default

^G Valid values for Donation Edit Type are:

1 - Never
2 - Once
3 - Always

If no value is provided for Donation Edit Type, a value of 1 (Never) will be used as a default

^H Valid values for Donation Count Limit are 1 to 99. If this field is left blank the value will default to 1.

^J Registration custom fields contain any descriptions and default values that you would like to present to the donor during the on-line donation registration process.

^K Coordinator Hierarchy Reporting Code can contain multiple entries in one field that are pipe delimited. When running a donor update import all existing codes will be replaced by the codes in the import.

^L Coordinator Summary Code can contain multiple entries in one field that are pipe delimited. When running a donor update import all existing codes will be replaced by the codes in the import.

^M Valid values for Payroll Donation Count Limit are 1 to 99. If this field is left blank the value will default to 1.

Other Notes

- The comma delimited export (csv) uses the double quote (") as the text qualifier and the comma character as a field delimiter.
- The tab delimited export (txt) uses the tab character as a field delimiter.
- Field names may be included as the first row of the file, the first row of the file is optional.

RedRiver