

**Data Export Format Specification for  
Donor Group Export**

<b>Field #</b>	<b>Field Name</b>	<b>Data Type</b>	<b>Maximum Length</b>	<b>Format</b>	<b>Description</b>
1	Donor Group Name	Text	100		Name of Donor Group
2	Donor Group Description	Text	255		Name of Donor Group
3	Donor Group Label	Text	50		Label associated with Donor Group
4	Website Name	Text	100		Website associated with Donor Group
5	Option Package Code	Text	10		Option Package code associated with Donor Group
6	Gift Amount Alert Threshold	Currency	10		Donation value Alert for Donor Group
7	Total Donation Goal	Currency	10		Donation Goal for Donor Group
8	Total Donation Adjustment	Currency	10		Adjustment to Donation Goal
9	Total Respondent Goal	Numeric	10		Respondent Goal for Donor Group
10	Total Respondent Goal Type <sup>1</sup>	Numeric	1		Type of Respondent Goal
11	Total Respondent Adjustment	Numeric	10		Adjustment to Respondent Goal
12	Estimated Potential Donor Count	Numeric	10		Potential Donors
13	Private <sup>2</sup>	Text	1		Private to Campaign
14	Organization Primary Contact First Name	Text	50	Y	Primary Contact Last Name
15	Organization Primary Contact Last Name	Text	50	Y	Primary Contact First Name
16	Company Primary Contact First Name	Text	50	N	Company Primary Contact First Name
17	Company Primary Contact Last Name	Text	50	N	Company Primary Contact Last Name
18	Contact Title	Text	50	N <sup>2</sup>	Contact Title
19	Contact First Name	Text	50	N <sup>2</sup>	Contact First Name

Field #	Field Name	Data Type	Maximum Length	Format	Description
20	Contact Last Name	Text	50	N <sup>2</sup>	Contact Last Name
21	Contact Description	Text	255	N <sup>2</sup>	Contact Description
22	Contact Email Address	Text	80	N <sup>2</sup>	Contact Email Address
23	Contact Address Line 1	Text	100	N <sup>3</sup>	Contact Address Line 1
24	Contact Address Line 2	Text	100	N <sup>3</sup>	Contact Address Line 2
25	Contact City	Text	50	N <sup>3</sup>	Contact City
26	Contact State/Province	Text/Text	2/200	N <sup>3</sup>	Contact State
27	Contact ZIP Code/Postal Code	Numeric/Text	5/10	N <sup>3</sup>	Contact ZIP Code
28	Contact ZIP Code Extension	Numeric	4	N <sup>3</sup>	Contact ZIP Code Extension
29	Contact Country Code	Text	2	N <sup>3</sup>	Contact Country
30	Contact Phone Number 1	Numeric	15	N <sup>2</sup>	Contact Phone Number 1
31	Contact Phone Number 2	Numeric	15	N <sup>2</sup>	Contact Phone Number 2
32	Contact Fax Number	Numeric	15	N <sup>2</sup>	Contact Fax Number
33	Contact Preference Mail	Text	1	Y <sup>5</sup>	Contact Preference Mail
34	Contact Preference Email	Text	1	Y <sup>5</sup>	Contact Preference Email
35	Contact Preference Phone	Text	1	Y <sup>5</sup>	Contact Preference Phone
36	Tag1	Text	50	N	
37	Tag2	Text	50	N	
38	Tag3	Text	50	N	
39	Active <sup>3</sup>	Text	1	N <sup>7</sup>	
40	Summation Tag <sup>4</sup>	Numeric	1	N <sup>8</sup>	
41	Total Potential Donors	Text	10		Total Number of Potential Donors in

Field #	Field Name	Data Type	Maximum Length	Format	Description
					Donor Group
42	Total Donations	Currency	10		Total Donations for Donor Group
43	Total Respondents	Text	10		Total Number of Respondents in Donor Group
44	Total Donors	Text	10		Total Number of Donors in Donor Group

<sup>1</sup> Total Respondent Goal Type values:

- 1 – Count
- 2 – Percentage

<sup>2</sup> Private values:

Y or N - Default is "N"

<sup>3</sup> Active valid values:

Y or N - Default is "N"

<sup>4</sup> Summation valid values:

- blank – None
- 1 – Tag1
- 2 – Tag2
- 3 – Tag3

#### 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.