

**Data Export Format Specification for
Donor Leadership Export**

Field #	Field Name	Data Type	Maximum Length	Format	Description
1	CampaignNumber	Text	20		Campaign number
2	CampaignName	Text	100		Campaign name
3	StartDate	Date	10	mm/dd/yyyy	Start date of the campaign
4	EndDate	Date	10	mm/dd/yyyy	End date of the campaign
5	OrganizationName	Text	50		Organization name
6	OrganizationNumber	Text	15		Organization number
7	CompanyName	Text	50		Company name
8	CompanyAccountNumber	Text	10		Company account number
9	CompanyLevelName	Text	50		Donor's company level name
10	LeadershipLevelName	Text	50		Name of Donor's Leadership Level
11	DonorIdentifier	Text	50		Donor identifier
12	EmployeeNumber	Text	14		Donor's employee number
13	SSN	Numeric	9		Donor's social security number
14	NamePrefix	Text	8		Donor's name prefix
15	FirstName	Text	50		Donor's first name
16	MiddleName	Text	50		Donor's middle name
17	LastName	Text	50		Donor's last name
18	NameSuffix	Text	4		Donor's name suffix
19	LeadershipRecognitionName	Text	65		Donor's preferred leadership recognition name

Field #	Field Name	Data Type	Maximum Length	Format	Description
20	IsAnonymous	Text	1		Donor's preference to remain anonymous as a leadership giver
21	SpouseName	Text	65		Donor's spouse name
22	SpouseEmployer	Text	65		Donor's spouse employer name
23	SpouseDonationAmount	Currency	18	#.00	Donor's spouse donation amount
24	DonorGroupName	Text	100		Donor group name
25	DonorGroupLabel	Text	50		Donor group label
26	DonorGroupTotalValue	Currency	18	#.00	Total value of leadership gifts for this donor group
27	PaymentTotalValue	Currency	18	#.00	Estimate value of the base donation based on data provided by the donor
28	AddOnTotalValue	Currency	18	#.00	Estimate value of add-on donations based on data provided by the donor
29	TotalValue	Currency	18	#.00	Total value specified by donor
30	HomeEmailAddress	Text	80		Donor's home email address
31	DonorHomeAddress1	Text	100		Donor's home address line 1
32	DonorHomeAddress2	Text	100		Donor's home address line 2
33	DonorHomeCity	Text	50		Donor's home address city
34	DonorHomeState/Province	Text/Text	2/200		Donor's home address state
35	DonorHomeZipCode/Postal Code	Numeric/Text	5/10		Donor's home address zip code
36	DonorHomeZipCodeExt	Numeric	4		Donor's home address zip code extension
37	DonorHomeCountryCode	Text	2		Donor's home address country
38	DonorHomePhoneNumber	Numeric	15		Donor's home phone number
39	WorkEmailAddress	Text	80		Donor's work email address
40	DonorWorkAddress1	Text	100		Donor's work address line 1

Field #	Field Name	Data Type	Maximum Length	Format	Description
41	DonorWorkAddress2	Text	100		Donor's work address line 2
42	DonorWorkCity	Text	50		Donor's work address city
43	DonorWorkState/Province	Text/Text	2/200		Donor's work address state
44	DonorWorkZipCode/Postal Code	Numeric/Text	5/10		Donor's work address zip code
45	DonorWorkZipCodeExt	Numeric	4		Donor's work address zip code extension
46	DonorWorkCountryCode	Text	2		Donor's work address country
47	DonorWorkPhoneNumber	Numeric	15		Donor's work phone number
48	FunctionalHierarchyLevelCode	Text	20		
49	FunctionalHierarchyLevelName	Text	50		
50	CoordinatorHierarchyCode	Text	20		
51	CoordinatorHierarchyLevelName	Text	50		

^A Values for IsAnonymous are:

- Y - Yes
- N - No

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.