State of Louisiana
Office of State Uniform Payroll

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Office of State Uniform Payroll Memorandum #2027-25

To: LaGov HCM Paid Agency Human Resources and Employee Administration Staff

From: Andrea P. Hubbard
Director

Subject: Annual SCCC Campaign Close Notice – Reminder to Enter Payroll Deductions for the First Pay Period in 2027

The 2026 State Combined Charitable Campaign began Sept. 1, 2026, and continues until Dec. 1, 2026. SCCC coordinators should have forwarded pledge forms collected during the campaign to HR/Payroll offices for entry into the LaGov HCM system.

Refer to the State Combined Charitable Campaign procedure available on the Procedures page of the OSUP Website for payroll entry information.

- SCCC deductions are valid for a maximum of one payroll calendar year.
- Recurring deductions (IT14) must begin on 12/21/2026 and end on 12/19/2027.
- One-time deductions (IT15) should be created for 1/3/2027 (PP01.2027).
- Use wage type 5620 when creating recurring or one-time deductions.

Note: Only pledge forms received during the 2026 campaign period should be entered in LaGov HCM. New pledge forms received outside the 2026 campaign should not be accepted until the 2027 campaign period.

Direct questions regarding payroll deductions to the OSUP Benefits and Financial Administration Unit. Contact info can be found on the Staff Directory page.

APH/KG:par