



## VACATION DONATION FOR JAY FOSTER

Jay Foster, Delivery Van Driver for the Minnesota Lottery, has been approved for the Vacation Donation Program

Jay has been diagnosed with Grade IV Glioblastoma, a type of brain tumor that is life-threatening. He is undergoing radiation treatment and has depleted his vacation and sick leave.

A seven year employee of the State of Minnesota, Jay and his wife would appreciate any donations which will allow Jay to maintain his salary and health benefits. Please follow the directions below if you wish to donate to Jay:

- Log into the State Employee Self Service Website
- Click on "Other Payroll", then "Leave Donations"
- Click on "Input your Leave Donations"
- Select the magnifying glass next to "Reserve Bank" and choose (recipient)'s name
- Enter the number of hours you wish to donate
- Click on the yellow "Save" box

Any state employee who accrues vacation may donate up to 40 hours per fiscal year.



Thank you for your donations during this difficult time.