

CDP NRF Data File Requirements – ROI Solutions



Donor File Fields

ROI_ID prepended with station's call letters	NAME_MIDDLE2	COUNTRY
ACCOUNT_CLASS	NAME_LAST2	<INCLUDE BLANK COLUMN>
ACCOUNT_STATUS or MEMBERSHIP_STATUS	NAME_SUFFIX2	<INCLUDE BLANK COLUMN>
MEMBERSHIP_RENEWAL_DATE	EMAIL1 for HoH	PHONE_TYPE = HOME1
ACCOUNT_PROFILE_FLAG or ACCOUNT_FLAG	EMAIL1 for SECONDARY	PHONE_NUMBER
FULL_NAME for HoH	<INCLUDE BLANK COLUMN>	ACCOUNT_FLAG
NAME_PREFIX	<INCLUDE BLANK COLUMN>	ACCOUNT_FLAG
NAME_FIRST	PRIMARY_ADDRESS	ACCOUNT_FLAG
NAME_MIDDLE	STREET	ACCOUNT_FLAG
NAME_LAST	ADDRESS_ALTLINE1	ACCOUNT_FLAG
NAME_SUFFIX	CITY	<INCLUDE BLANK COLUMN>
FULL_NAME for SECONDARY (Not Marked DO NOT CONTACT)	STATE	ACCOUNT_FLAG
NAME_PREFIX2	ZIPCODE	ACCOUNT_FLAG
NAME_FIRST2	<INCLUDE BLANK COLUMN>	<INCLUDE BLANK COLUMN>

Transaction File Fields

ROI_ID prepended with station's call letters	FISCAL_YEAR	AFFILIATION from CAMPAIGN_SOURCE
BATCH_DATE	<INCLUDE BLANK COLUMN>	<INCLUDE BLANK COLUMN>
PLEDGE_AMOUNT	PROMOTION	PLEDGE_AMOUNT
TRANSACTION_AMOUNT	<INCLUDE BLANK COLUMN>	PLEDGE_PAYMENT_PLAN
SOURCE_TYPE	<INCLUDE BLANK COLUMN>	SOURCE_CODE
SOURCE_SUB_TYPE1	<INCLUDE BLANK COLUMN>	CUSTOM SOURCE FIELD = CDP_SOURCE_CATEGORY
FLAG_ID from RECEIPT_TRAN_FLAG	FUND_ALLOCATION	<INCLUDE BLANK COLUMN>
SOURCE_CONTACT_TYPE	<INCLUDE BLANK COLUMN>	<INCLUDE BLANK COLUMN>
PAYMENT_METHOD_CODE	<INCLUDE BLANK COLUMN>	<INCLUDE BLANK COLUMN>
<INCLUDE BLANK COLUMN>	where TRANSACTION_RELATED_TYPE = 'MATCHING_GIFT'	
TRANSACTION_RELATED_TYPE	PLEDGE_ID	

<INCLUDE BLANK COLUMN> = Data is not required to be populated but a blank column must be added in that space to maintain proper file structure.

For additional information on file structure, layouts, and content, please reach out to us at data@cdpcommunity.org.