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| **Chapter Information- Corporate Matching Gifts and Grant Programs**  A matching gift is a charitable donation by a corporation that matches an employee’s, and with some companies a retiree’s, donation to an eligible nonprofit organization. 65% of Fortune 500 companies offer a matching gift program! Grant programs are where a company will donate money in a grant format for activities such as volunteering, run/walk/bike participation.   |  | | --- | | **Basics** | | * Match Ratio: Majority of companies are 1:1, or dollar to dollar, ranging from .5:1 for retirees or part-time employees to 5:1. * Minimum Match: Usually companies set a minimum they are willing to start matching at, meaning if the dollar amount is below that threshold they will not match. Most common is $25 minimum. * Maximum Match : Upper limits have a broader range from $500-$15,000. * Standard Deadlines: Most often 2-12 months AFTER the donation date, with December 31st a most common deadline. * Submission Process: Usually contact the company HR department. Employees must refer to us as **Mapleton Education Foundation, Tax ID/EIN: #84-1205807.** If there us an opportunity to include the chapter name please do. It helps to make sure the appropriate chapter receives its money in a timey basis. * Processing: Most companies use a 3rd party to process the matching gift program on its behalf, e.g. Benevity, which require ACH. The Foundation receive the monies usually 2-3 months after a donor submits the paperwork (NOT the date of the donation). The Foundation then cuts a check made out to the appropriate Chapter and either deposits in your behalf or send you the check. Physical checks are also received and given to the appropriate Chapter.  |  | | --- | | **Best Practices:** | | * Dedicate a volunteer as the Matching Gifts Coordinator * Research companies and publish the list. * Create and execute communication strategy (educational packets. Webpage, newsletter copy, donation form, thank you letter, etc.) | | * Commit to raising awareness. Suggest placed to feature matching gifts include: * Dedicated Matching Gift web page * Mentioned on donation forms * Included across all your social medial platforms, email taglines and other Chapter communications. * Keep records of the Matched Gifts- both companies and individuals. * THANK your donors, for the initial donation and when the matched gift comes in. * All marketing/promotional materials must list your chapter as: “[Chapter Name], a Chapter of the Mapleton Education Foundation” and include out logo (available on the website). | |  | |
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