

## **Corporate Match Gift Program**



All Corporate / Company match programs are different. The first and best step to take to gain information regarding what your Company offers, is to reach out to Human Resources. Companies could offer both monetary match donations and/or volunteer hour match donations – which is where they would give a monetary donation for any volunteer-based hours you donate.

Match offerings vary for every company – it could be that your employer matches at a 1:1 ratio, dollar amount, percentage amount or could be based on the type of organization to which the donation is supporting. Keep in mind, there could be a minimum and maximum amount an employer will offer to match. Some companies also offer special incentives to get employees to donate – grants and such for donating by a certain time of year, or if you choose to give a recurring gift, some will offer a bonus match come year end. All things to consider and ask Human Resources about!

There are typically a few different ways you can set up your donation, depending on what your company offers. For example: The option may be that you can set up a donation to be a one time a year withdrawal from your pay or there could be an option to give throughout the year in different ways: with each pay period, monthly, quarterly or twice a year – it all depends on how your company sets up their match program.

### **Takeaways to consider:**

1. Does your company offer a match program – monetary or volunteer hour based – reach out to the HR department to answer this question if it's not widely known.
2. What information do you need to set up your donation/company match?
3. Be sure to use the legal business name for ScotDance USA, which is: *Federation of United States Teachers and Adjudicators*
4. If you need to provide a contact name for additional information or have questions, contact me and we can work with your employer to get what is needed