

EMPLOYEE MATCHING GIFT

- Foundation For The Carolinas will match, dollar for dollar, contributions by eligible employees to qualifying organizations within specified limits.
- Gifts may be given to more than one organization, with the yearly gift total not to exceed \$5,000 per year.
- See program policy for more details on eligibility.

EMPLOYEE MATCHING GIFT - PROCESS

Legacy Process Paper Form

The paper form is titled "Foundation For The Carolinas Employee Matching Gift Program". It is divided into several sections:

- FRONT INSTRUCTIONS TO THE PARTICIPANT:** Includes fields for Name of Recipient Organization, Date of Gift, Gift Type (Cash, Stock, etc.), Cash Gift Amount, Purpose of Gift, Recipient Mailing Address, Participant's Name, Date of Employment, Participant's Home Address, and Home Telephone Number.
- FRONT INSTRUCTIONS FROM THE NONPROFIT ORGANIZATION:** Includes fields for Name of Organization, Street Address, City/State/Zip Code, Telephone Number, and Tax ID Number.
- BACK:** Includes fields for Name (Please Print or Type), Title, and Date.

The form also features a "philanthropy building in community" logo and the "FOUNDATION FOR THE CAROLINAS EMPLOYEE MATCHING GIFT PROGRAM" logo. It is dated "Effective November 2021".

New Process Digitized Form

The digitized form is titled "Employee Matching Gift - Request Form". It includes a navigation menu with "Employee Matching Gift - Program Overview" and "Employee Matching Gift - Request Form".

The form header includes the "FOUNDATION FOR THE CAROLINAS" logo and the text "Foundation For The Carolinas Employee Matching Gift program".

The "GIFT DETAILS" section includes the following fields:

- Name of Recipient Organization *
- Date of Gift (MM/DD/YY) *
- Gift Type *
- Gift Amount * (displayed as \$ 0.00)
- Purpose of Gift *
- Recipient Mailing Address *
- Recipient City *
- Recipient State *
- Recipient Zip *

Below the fields, there is a note: "Gift Backup - Please attach a copy of your receipt or gift acknowledgment." and a file upload area with the text "Drag files here or" and a "Select files" button.

SIMPLIFIED PROCESS FOR 2026

- New online matching gift form - no printing & scanning!
- Email notifications for simplified record keeping
- Ability to upload gift documentation directly - eliminating the nonprofit confirmation step
- Easier benefit usage tracking for FFTC grants team

Bookmark the [Form URL](#) for easy access!