

What is the Matching Gifts for Higher Education Program?

The Matching Gifts for Higher Education Program, sponsored by the Ernst & Young Foundation, matches eligible gifts to higher education with the intended focus on academic opportunity and excellence. The program creates a formal link between the firm's business strategy and its investment in university relations.

Who is eligible to participate?

All partners/principals and employees of the US firm are eligible to participate, whether they're active, on a leave of absence or retired. A contribution may be made directly by a partner/principal or employee or by their spouse or registered domestic partner (including a surviving spouse or registered domestic partner of a partner/principal), personal trust or family foundation.

What organizations are eligible to receive a match?

Schools eligible to receive a match include any accredited community college, college, university, graduate school and professional school. Any school that is not focused on higher education (e.g., college prep, high school, elementary school, nursery school) is NOT eligible. Specific eligibility requirements include:

- The school must be accredited by an accrediting agency recognized by the U.S. Department of Education.
- The school's main campus must be in a US state, territory or possession.
- The school (and any supporting foundation) must be recognized by the Internal Revenue Service as a public charity with tax-exempt status under Section 115 or Section 501(c)(3), and must also be an organization described in Section 170(b), thus allowing tax-deductible contributions to the organization.
- Select higher education military academy organizations are eligible as listed in EY Gives; however, these gifts must be made with a designation for academic purposes only.

Additionally, the following organizations are eligible:

- American Indian College Fund
- Association of Latino Professionals for America (ALPFA)
- Ascend Foundation Inc.
- Independent College Fund
- INROADS
- National Association of Black Accountants
- Point Foundation
- United Negro College Fund

How do I make a gift to an eligible organization?

You can make a gift to an eligible organization directly or through EY Gives:

Direct to an eligible organization

If you'd like to make a gift to an eligible organization directly, you can obtain information about where to mail your donation, who to make your check payable to or how to pay by credit card generally is found on the school's website or in specific matching gifts communications sent to you by a campus recruiter or a campus coordinating partner. **The school must receive this gift by December 31** for it to be eligible for a match for the program year in which it is given. The date provided on the receipt from the school is considered to be the gift date for purposes of this program. Please allow for sufficient time when mailing a check and also consider that a school's gift processing office might be shut down during the holidays.

Through EY Gives

Partners, principals and employees may make a gift to an eligible organization through EY Gives by making a one-time or recurring payroll deduction. Credit card giving is not available. **The payroll pledge must be processed by December 31** for it to be eligible for a match for the program year in which it is given. See more information below regarding timing considerations for payroll processing.

What is the refund policy if I make a gift through payroll?

Once you make a gift, you cannot obtain a refund or make changes with the exception of stopping a recurring payroll deduction. You will be given the opportunity to review your gift prior to submission to ensure accuracy.

When does my payroll gift get processed?

When you choose to make a gift through payroll, this is considered to be a payroll pledge until the point that it is processed. A payroll pledge will typically be processed within the next one or two payroll cycles based on the firm's payroll processing schedule, which varies by payroll cycle. Please assume that your pledge will be processed within two payroll cycles to ensure that you meet any required giving timeline. Please note that **the payroll pledge must be processed by December 31** for it to be eligible for a match for the program year in which it is given.

If you are a partner or principal (rank 11), your deduction will come from your payroll (your draw and not your distribution) on a monthly cycle at month end (for experience level P1-P3) or on a bi-monthly cycle (for experience level P4).

What else should I consider when making a payroll gift?

You should ensure that your net pay will be sufficient to cover the amount of your gift. In the event that your gift amount exceeds your net pay, it will not be processed. You will be notified if this occurs.

How does a recurring payroll deduction work?

Once you elect this deduction, you will need to enter the amount per payroll cycle for this deduction. Once this pledge is processed, this amount will be deducted each payroll cycle until you decide to cancel the deduction. Please note that you should consider that the cancellation of this deduction might take up to two payroll cycles to be in effect.

If I make a gift through payroll, do I need to register for a match?

No. You do not need to separately register for a match. It will be automatically processed on your behalf. You will be able to find your match requests disclosed in the *Giving and Matching History* section.

How can I obtain a tax receipt for my payroll gift?

As your payroll gift is received and administered by the Ernst & Young Foundation, an organization described in section 501(c)(3) of the Internal Revenue Code and is a public charity (non-private foundation) under Sections 509(a)(1) and 170(b)(1)(A)(vi) of the Internal Revenue Code, you can obtain a tax receipt for your payroll gift. Please consult with your tax advisor regarding the deductibility of your donation.

In the *Giving and matching history* section, you can select the tab Tax receipts, view your history of processed payroll transactions by year and generate a supporting tax receipt. This tax receipt and your payroll stub support your deduction in the event of an audit. You do not need to obtain a receipt from the school.

What types of gifts are acceptable?

Acceptable donations include cash, check, credit card, payroll deduction or negotiable securities that have a publicly listed market value. Donations from a donor-advised fund (DAF) must be made directly to an eligible organization and the organization must be able to verify that the DAF is held by an eligible donor.

Can I donate and request a match to a specific program or fund at an eligible institution?

You are encouraged to donate and request a match to a specific program or fund at an eligible institution. Many schools have active fundraising campaigns for firm personnel. You may want to participate in that campaign. Please contact the campus coordinating partner or lead recruiter. If you choose to give to a different fund, or if you want your match to go to a different fund, you will be able to indicate that when you register your gift to be matched.

What designations, for a gift made to an eligible school or organization, are not eligible for matching?

The Foundation will not match donations to eligible schools that have a designation to athletics (unless it is for an academic scholarship where the gift is designated to an academic department and not the athletic department), alumni associations, alumni activities, memberships, fraternal organizations, tuition fees or subscription fees for publications.

The Foundation reserves the right to decline any requests that do not reflect the firm's strategic support of higher education and the intended focus on academic opportunity and excellence.

Is there a minimum and maximum amount that will be matched?

A gift of \$100 or more made by partners, principals, executive directors or directors is eligible for matching; a gift of \$25 or more made by other employee ranks is also eligible. A maximum amount of \$10,000 per donor, per school will be matched in any one program (calendar) year. Contributions by a partner/principal or employee are viewed collectively with contributions made by their spouse, registered domestic partner, personal trust or family foundation, for the purpose of reviewing maximum matching thresholds. Matching gift funds are contingent upon the combined annual giving from all eligible participants to an eligible organization totaling at least \$2,500 in a calendar year.

When do I have to register my match?

A request for a matching gift must be submitted by January 31 following the calendar year in which the gift was received by the organization.

What documentation is required to request a match?

Please make certain that you keep a copy of your receipt from the recipient organization. You are required to submit a copy of the receipt with your matching gift request. The receipt should include the following:

- Date of gift
- Your name
- Name of the eligible recipient organization
- Tax-deductible amount of your gift
- Any designation for the gift

A pledge form, gift form, credit card statement, United Way receipt or a copy of your check are NOT acceptable receipts.

When will my gift and match be paid to the eligible organization?

Gifts are matched on a calendar-year basis. The gifts and matching payments are made annually in April for the previous program year.

How can I obtain a detailed history of my past gifts and match requests?

This information can be found on the website by clicking *Giving and matching history* section.

How do I request a donation disbursement from my individualized donor account (IDA) with the Ernst & Young Foundation and register this gift for matching?

If you are a partner/principal or a retired partner/principal and have established an IDA with the Ernst & Young Foundation, you need to complete your Schedule B form to request a donation disbursement from your IDA to an eligible institution. The completed Schedule B form should be sent to the following contacts in Partnership Operations: Justin Borak at justin.borak@ey.com or +1 201 872 1807 or Judy Rubatti at judy.rubatti@ey.com or +1 201 872 2419). You do not need to submit a request for matching. Your match will be automatically processed on your behalf.

What if I am no longer a US based partner, principal or employee because I transferred to a non-US location, but I still give to an eligible organization covered by this program, can I get my donation matched?

If you have previously worked in the US and transferred to a non-US location but still donate to an eligible organization under this program, your donation is eligible for match. However, your request must be processed outside of EY Gives. Contact Nicole Diaz to submit your request.

Who do I contact if I need help?

If you have questions, please contact a member of the Ernst & Young Foundation team listed below:

Nicole Diaz, Program Manager, nicole.diaz@ey.com or +1 732 516 4134

Catherine Banks, Director, catherine.banks@ey.com or +1 206 654 7793

Ellen Glazerman, Executive Director, ellen.glazerman@ey.com or +1 201 872 5686