

MATCHING GIFTS PROGRAM FOR EDUCATION

General Guidelines

Deeply committed to education, and the belief that education is the foundation of a healthy community, Exelon is recognized as a leading advocate for education. With a strong history of supporting a wide range of educational institutions, the company has made education its signature corporate giving focus area. As an extension of this commitment, the company welcomes employees to participate in the Exelon Matching Gifts for Education program. Exelon employees are encouraged to financially support qualifying educational institutions of their choice and request a matching gift from Exelon. The company will match eligible employee contributions to qualifying educational institutions, dollar for dollar, from a minimum of \$25 up to \$2,000 per employee, per calendar year.



Eligible Individuals

All regular full-time employees of Exelon (and its subsidiaries) who have completed one year of service and are on the active payroll are eligible under the Matching Gifts for Education Program. Company Directors are eligible as well.

Eligible Institutions

- Public and private elementary and secondary schools (Grades K through 12). Schools must be registered and a fully accredited institution in the state in which it does business.
- Degree-granting graduate and professional schools, universities, four-year and two-year colleges, and technical institutes that are located in the U.S., or one of its possessions. Institutions must be accredited by one of six regional accrediting agencies established by the United States Secretary of Education (e.g., North Central Association of Colleges and Schools).
- Educational funds (e.g., United Negro College Fund, Big Shoulders Fund, CLEF), if the sole purpose is to raise money for constituent institutions, which are eligible under the Program.
- Alumni Funds, foundations, or associations, which collect funds for eligible institutions for scholastic purposes.
- All eligible educational institutions must be recognized by the Internal Revenue Service as 501(C)(3) nonprofit and tax-exempt organizations, contributions to which are deductible for income tax purposes. (Public schools, as government entities, have a tax-exempt status).

Eligible Gifts

- Each single gift to be matched must be at least \$25.
- Gifts of cash must be paid, not merely pledged. Gifts of securities are matched when a school or organization verifies the sale of the securities.
- Eligible matching gifts will be applied to the year in which the donor makes his/her contribution- provided the request is received by the Exelon Matching Gifts processing center within six months of the date of the employee's gift. Additionally, the recipient educational institution must provide written verification that it has received the employee's gift. If an employee submits a request online, the Exelon Matching Gifts processing center will notify the recipient school to send verification of its receipt of the employee's gift within 60 days. If the employee made the gift to an educational institution by sending it along with a paper request form, then the recipient school must complete and send the request form to the Exelon Matching Gifts processing center within six months of the date of the employee's gift.
- Exelon will match one-for-one individual personal gifts up to a total of \$2,000 for eligible educational institutions during a calendar year.
- Only the tax-deductible portion of a gift will be matched.

Ineligible Gifts & Institutions

- Home schools or preschools.
- Gifts intended to fulfill a person's pledges, tithes, or other church-related financial commitments.
- Gift for non-scholastic programs, such as athletics (E.G., booster, tickets, etc.) or stadium/facility construction.
- Payment in lieu of tuition, books, or other student fees, or to match these items.
- Insurance premium payments.
- Dues or gifts to alumni groups that are not distributed to affiliated eligible educational institutions for scholastic purposes
- Amounts payable as subscription fees for publications.
- Personal memberships or ticket purchases
- Gifts or payments to for-profit or commercial institutions.
- Scholarships or other payments to individuals.
- Other payments not received as gifts by an eligible institution.
 - Social service agencies or such institutions that operate an educational program.
 - Fraternities or sororities.
 - Non-tax deductible gifts or portions thereof.
 - Bequests.



Application Procedure -

There are two ways to request a matching gift from Exelon. You may submit a request electronically by visiting www.easymatch.com/exelon. For assistance, contact customer service at exelon@easymatch.com or call 1-888-756-4438. Alternatively, you may submit a paper request form by completing **Part A** of the Exelon Matching Gift Program for Education request form and sending it with your donation to the educational institution of your choice. The recipient institution must complete **Part B** and return the form to the Exelon Matching Gifts processing center at the address listed on the bottom of the form. The form must be received no later than six months of the date of your gift. You will receive confirmation when your request is received. After receipt of your request and verification from the educational institution, approved payments are processed and checks are sent directly to the institution. In the event that a school does not send back verification, the matching gift request will be declined and you will receive notification. Processing is done on a quarterly basis. Approved payments will be made shortly after March 31, June 30, September 30 and December 31 of each year. You can track the status of your requests online in the Giving History section or by contacting customer service.

Administrative Conditions

The company reserves the right to suspend, change, revoke, or terminate the Program at any time. No obligation is imposed upon, or accepted by, Exelon by reason of its Matching Gifts for Education Program. The interpretation, application, and administration of the Program shall be determined at the sole discretion of Exelon and its decisions are final and not subject to further review.

MATCHING GIFTS PROGRAM FOR EDUCATION Request Form

Apply online at www.easymatch.com/exelon or fill out **Part A** of this form and send it with your donation for completion by the recipient educational institution.

PART A

To be completed by donor (please type or print). Forward completed form with your contribution to the organization.

Donor Name _____

Hire Date _____

Employee ID Number _____

Check One: Management Employee Director

Department _____

Office Address _____

City, State, Zip _____

Daytime Phone _____

Home Address _____

City, State, Zip _____

Donor E-Mail Address _____

Name of Recipient Institution _____

Address of Recipient Institution _____

City, State, Zip _____

Amount of Gift _____

Date of Gift _____

Form of Gift: Check Cash Credit Card
 Stock _____

I hereby certify that the above information is correct and that my gift fully complies with the Provisions of the Exelon Matching Gifts Program.

X _____
Donor signature

PART B

To be completed by institution (please type or print).

I hereby certify that a gift of \$ _____, of which \$ _____ is

tax deductible, has been received on _____, 20____ from
I further certify that my organization is classified as a 501(C)(3)
organization (or equivalent) by the United States Internal Revenue Service
and meets all of the conditions set forth in the Exelon Matching Gifts
brochure.

Name of Institution _____

Address of Institution _____

City, State, Zip _____

Telephone Number _____

Federal Tax-Exempt ID No. _____

Authorized Representative _____

Title _____ Date _____

X _____

Authorized representative's signature

Please check all that apply:

Higher Education Elementary Secondary
 Public Private

**Please return completed form
within 30 days to:**

Exelon Corporation
Matching Gifts Program for Education
P.O. Box 8377
Princeton, New Jersey 08543-8377

