



Family Assistance Fund

Charitable Matching Application

TMC employees may request a matching donation to be made to the charity of their choice by submitting the following application. Requests should be submitted at least two weeks in advance for proper consideration. Those not providing ample time for consideration may limit their opportunity for support. The FAF committee has a maximum yearly budget of \$5,000 for this program and a \$100 maximum match. Therefore, donations are first come first serve. Completion of this form does not guarantee that FAF will fulfill the request. The FAF Committee reserves the right to reject any applications.

Part A (to be completed by donor)

Complete Part A only and forward this form along with your donation to the Receiving Organization. They will return the form to FAF and FAF will make a matching donation directly to the organization.

Name: _____ Address: _____
Requestors Phone Number: _____ Requestors e-mail: _____
Driver Office Department: _____
Name of Organization Receiving Gift: _____
Address of Organization: _____
Web Site: _____ Date of Gift: _____ Amount: _____

Donor Signature _____ Date _____

Part B (to be completed by receiving organization)

Organization: _____ Contact Name: _____
Address: _____ City: _____ State: _____ Zip: _____
e-mail: _____ Phone: _____
EIN/Tax ID#: _____ 501 (c) Status: _____
Is this organization a member of United Way? _____
What is the organization's primary mission? _____

Gift Amount: _____ Date Needed: _____

Submit Form: FAF Charitable Donation Fax: 515-953-7727
Attn: Erin Monahan Phone: 800-247-2460 x3566
6115 SW Leland Ave.
Des Moines, IA 50321

For FAF Use Only

Date Received: _____ Donation: _____
Status: _____ Check #: _____
Authorized by: _____ Mailed: _____

The Family Assistance Fund (FAF) was created on March 1, 1994, to provide assistance and support to any AHI employee or independent contractor that meets FAF criteria. For more information on the Family Assistance Fund, its committee members and programs please visit the Driver Connection.



Family Assistance Fund

Charitable Matching Program

Eligible Donors

TMC employees and independent contractors

How The Matching Program Works

Gifts are matched dollar for dollar with a maximum match of \$100 per employee per year

FAF's budget for the 2009 program is \$5,000. Donations will be made on a first come first serve basis

FAF reserves the right to decline to match any donation

The employee donation must be a personal gift paid (not merely pledged) by the employee to the organization

Donations to organizations must be made by the employee along with the attached form. The organization receiving the donation will then be responsible for returning the form to FAF to receive a matching donation.

Eligible Organizations

Non-profit, tax exempt charities (ie - Cancer Awareness, JDRF, Homeless Shelters etc.)

Tax-exempt educational funds (e.g. The United Negro College Fund and

Independent College Funds of America), whose sole purpose is raising money for their constituent member colleges that individually are eligible.

Arts and cultural centers, Museums, Historical Societies

Non-eligible Organizations

Athletic teams, booster clubs, or support organizations

Bequests, memorials

Religious or political organizations

Fraternal, fraternities, sororities and alumni groups

Fraternal or veterans organizations

Hospitals

Individuals

Ministries, theological or bible schools

Tithes or tuition

Professional associations, federal campaigns (including United Way)

School choirs, bands or drill teams

Scouting organizations

Subscriptions, dues, insurance premiums or student fees

Travel, gifts-in-kind (e.g. real estate, personal property other than securities or personal services)

Membership or subscription portion of a donation (e.g. you donate \$100 to a zoo; however, in return you receive a family membership valued at \$45.

The match portion of your donation would be \$55.)