

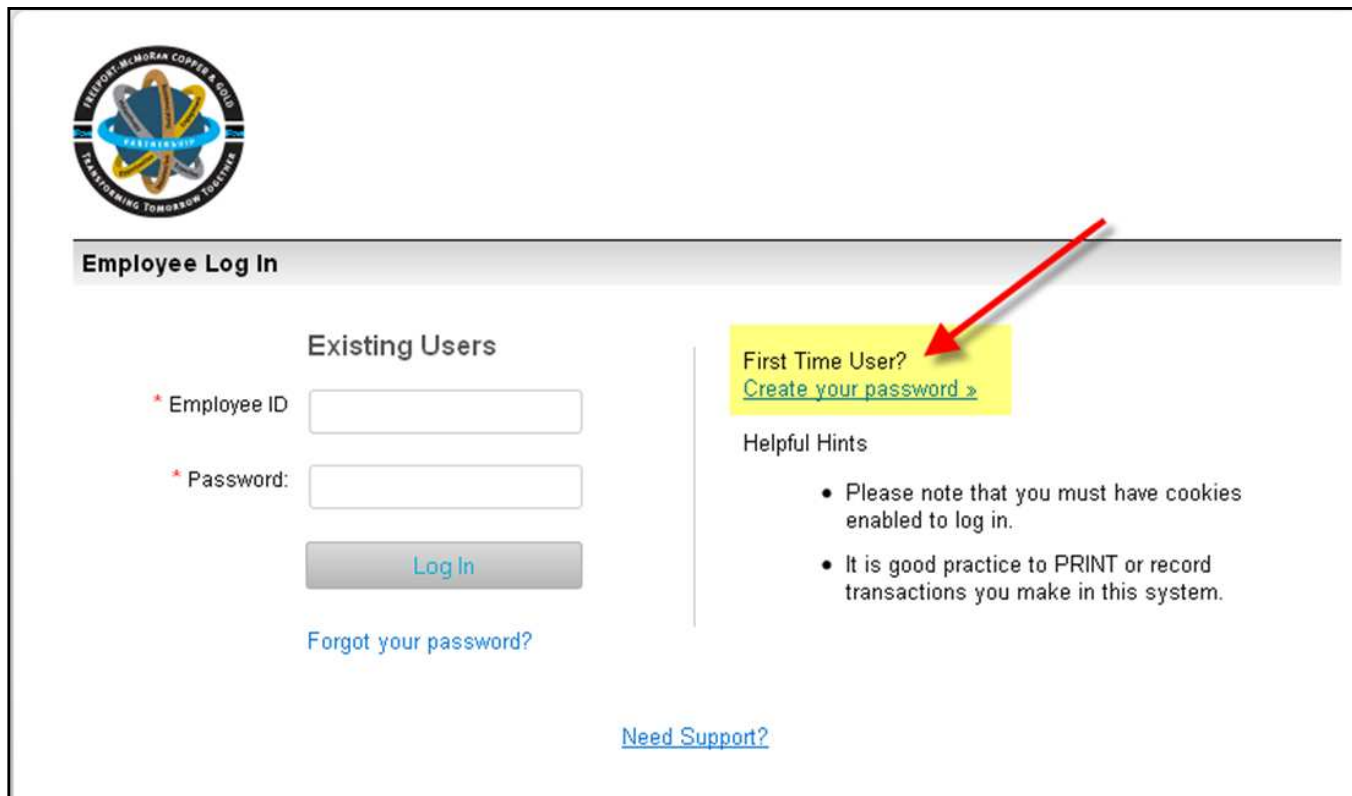


*How to Submit a  
Matching Gifts  
Application*

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# First Time Users

First time users of the online grant system will need to select "Create your password" to register as a first time user.



The screenshot shows the 'Employee Log In' interface. At the top left is the company logo. Below it, the text 'Employee Log In' is displayed. The main content area is divided into two sections. On the left, under the heading 'Existing Users', there are two input fields: '\* Employee ID' and '\* Password:'. Below these fields is a 'Log In' button and a link for 'Forgot your password?'. On the right, under the heading 'First Time User?', there is a link 'Create your password >' highlighted in yellow, with a red arrow pointing to it. Below this is a 'Helpful Hints' section containing two bullet points: 'Please note that you must have cookies enabled to log in.' and 'It is good practice to PRINT or record transactions you make in this system.' At the bottom center, there is a link 'Need Support?'.

# Registration

Enter the required information and select "Save" once completed.

**Registration Information**

\* indicates required field

Please fill out the required information

\* First Initial:

\* Last Name:

\* Employee ID:

\* Password: The password must be between 6 and 16 characters long and consist of letters, numbers or any of the following special characters: '@!#\$%&\*\_'. The password "password" is not valid.

\* Confirm Password:

\* E-mail Address:

[Need Support?](#)

# Returning Users

Returning users will enter their employee id and the password that was established at registration. If you forgot your password, select "Forgot your password" to receive an email with a temporary password. This email could take up to 24 hours to be generated.

### Employee Log In

#### Existing Users

→ \* Employee ID

→ \* Password:

[Log In](#)

[Forgot your password?](#)

#### First Time User?

[Create your password »](#)

#### Helpful Hints

- Please note that you must have cookies enabled to log in.
- It is good practice to PRINT or record transactions you make in this system.

[Need Support?](#)

# *Acceptance Terms*

Carefully read the acceptance terms and select “I accept” if you agree to the terms.  
**Note:** No personal material benefit may be derived by the employee as result of the gift.

## **FREEPORT-MCMORAN COPPER & GOLD FOUNDATION EMPLOYEE GIVING PROGRAMS**

Before applying for one of the Freeport-McMoRan Copper & Gold Foundation Employee Giving Programs, please consider the following:

- Matching funds must be used for a charitable purpose. No personal material benefit may be derived by the employee (or a family member) as a result of the cash / grant award to an organization.
- All permanent, full-time or part-time employees, full-time consultants employed by Freeport-McMoRan Copper & Gold (FCX), including any division, subsidiary or affiliate of the Company and Members of the Corporate Board of Directors are eligible for FCX Employee Giving Programs. Contractors and retirees are not eligible.
- The recipient institution/organization must be tax exempt.
- If the designee for the organization is a Freeport-McMoRan Copper & Gold employee, another member of the management team or Board of Directors (preferably the Treasurer) needs to approve the matching gift or volunteer hours. The employee submitting the request may not verify the gift or volunteer hours

**I ACCEPT**

**I DO NOT ACCEPT**

# *Edit Profile/Change Password*

To edit your profile, select "Edit Profile" located at the top of the page. You will be able to update your email address as well as change your password.

Welcome, Erika Smith!

[Edit Profile](#) | [Logout](#)

### Account Information

\* indicates required field

\* First Name

\* Last Name

\* Home E-mail Address Enter the email address where you would like all correspondence regarding your Freeport-McMoRan Copper & Gold Foundation Employee Giving transactions to be sent.

Password: [Change Password](#)

# To Enter A Matching Gift

To register a Matching Gift, select "Get Started" under Matching Gifts Program.

**TRANSFORM TOMORROW**

## Transforming Tomorrow Together

We strive to build partnerships that support a more sustainable society. In 2011, we worked with NGOs, foundations, and others globally to invest more than \$191 million in programs that aim to improve the livelihood of future generations. Through partnerships, resources, and leadership, we hope to Transform Tomorrow Together.

**EMPLOYEE ENGAGEMENT**  
**HIGH-GRADE HELPERS**  
**MATCHING GIFTS**

### Matching Gifts Program

The Freeport-McMoRan Copper & Gold Foundation Matching Gifts Program is designed to encourage employees to support their communities through charitable giving to eligible organizations including educational institutions / schools, social service organizations, hospitals, environmental organizations, cultural institutions and community funds.

[Get Started](#)

### Employee Volunteer Fund

The Freeport-McMoRan Copper & Gold Foundation applauds employees for the time they spend volunteering in their communities and recognizes the value of active involvement. The Employee Volunteer Fund program contributes to nonprofit organizations where Freeport-McMoRan employees volunteer. When an employee volunteers for at least 25 hours a year with an organization, the organization is eligible to earn either a \$250 or \$500 grant.

[Get Started](#)

[Need Support?](#)

# Matching Gift Guidelines

Please read and accept the terms and conditions of the Matching Gifts Program Guidelines by selecting “I accept” at the bottom of the page.

**Note:** Gifts that are submitted that do not meet the established guidelines will be rejected.

## Matching Gifts Program Guidelines

**Please make sure to read and accept the terms and conditions of the guidelines below. By clicking “I Accept”, your gift is subject to these terms and can be rejected if the gift does not fall within the guidelines.**

### PROGRAM DESCRIPTION

The Freeport-McMoRan Copper & Gold Foundation will match employee contributions of \$25 or more, up to an annual maximum of \$20,000. The first \$500 contributed per institution will be double matched and any amount above \$500 will be single matched, subject to the annual maximum. All gifts must be unrestricted.

### ELIGIBLE PARTICIPANTS

- All permanent, full-time or part-time employees, and full-time consultants (as designated by Human Resources) employed by Freeport-McMoRan Copper & Gold (FCX), including any division, subsidiary or affiliate of the company.
- Members of the Corporate Board of Directors

### ELIGIBLE INSTITUTIONS / ORGANIZATIONS



# Searching for an Organization

1. Search for the organization that you made a donation to by entering the organization's name in the keyword search field and select the state **or** search by the organization's tax id or school/district id.

**OR**

2. For an organization that you have previously submitted a request, select the organization from the "My Organizations" section and select "Create Application" (this box appears once you have submitted an online request).

There are two ways that you can submit a matching gift request:

1. Search for the organization using the keyword search and selecting a state, or you can search by Organization Tax ID or School/District ID.
2. For an organization that you have previously submitted a request for, select the organization from your "My Organizations" box, and click the "Create Application" button (Please note: this box appears once you have submitted an online request).

**Step 1: Search for Your Organization to Get Started #1**

To request a matching gift search for the organization you donated to by entering key words of the organization's name and the state (both fields are required). If you cannot find a school by searching Keywords, search using the Tax ID or [School ID \(NCES number\)](#).

Organization Name:

State:

Organization Tax ID or School/District ID:

**Select from My Organizations #2**

Organization's appearing in this box are organization's who you have given to in the past. To select an organization from "My Organizations", click the radio button next to the name of the organization then click "Create Application".

Select	Organization	Remove
<input type="radio"/>	CYBERGRANTS TEST ORGANIZATION (NORTH ANDOVER, MA)	<input type="button" value=""/>
<input type="radio"/>	FELINE FRIENDS RESCUE ADOPTION LEAGUE (SALEM, NH)	<input type="button" value=""/>

**Matching Gift Donor Balance**

**Matching Gifts Program**

Number of Transaction(s): 3

Total Match Amount: \$2,200

Balance: \$17,800

Balance = Remaining dollar amount on your \$20,000 balance

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**Specials Appeals Donor Balance**

**Special Appeals**

Number of Transaction(s): 0

Total Match Amount: \$0

Balance: \$20,000

Balance = Remaining dollar amount on your \$20,000 balance

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**Matching Gifts Giving History**

Transactions you have registered will appear in this box. To view a transaction detail, click on the hyperlink in the description column.

Action	Organization	Description	Status
<a href="#">Create New</a>	CYBERGRANTS TEST ORGANIZATION	<a href="#">\$100.00 on 09/04/2012</a>	Pending Organization Confirmation
<a href="#">Create New</a>	CYBERGRANTS TEST ORGANIZATION	<a href="#">\$100.00 on 09/04/2012</a>	Pending Organization Confirmation
<a href="#">Create New</a>	CYBERGRANTS TEST ORGANIZATION	<a href="#">\$1,500.00 on 08/30/2012</a>	Pending Organization Confirmation

# Selecting the Organization

To select an organization, click the "Select" link in the action column. Carefully review the organization's address information.

**Note:** If the address is not correct or you do not see the organization listed, select the "Nominate your organization" link.

### Organization Search Criteria

\* indicates required field

Organization Name:  exact phrase

City:

State:

Organization Tax ID or School/District ID:

**Search Results**

If the organization you donated to appears below, click on the "Select" button to complete the matching gift form. If the organization you donated to does not appear:

- Make sure that all words are spelled correctly.
- Try using fewer keywords. For Example, if you're looking for "South Elementary School Parent Teacher Organization", just search for "South School".
- Still can't find your organization? Nominate your organization** for inclusion in our nonprofit database.

Organization Name	Address	Action
FELINE FRIENDS RESCUE ADOPTION LEAGUE	PO BOX 2452 SALEM, NH 03079-1155 United States Tax ID: 020480464 <a href="http://www.cybergrants.com">http://www.cybergrants.com</a>	<input type="button" value="Select"/>

# Nominating an Organization

If the organization cannot be found by searching, you will need to nominate the organization. Enter the required information, including an email address for the contact at the organization. *If the organization meets eligibility requirements, it will be added to the database.*

**Note:** It is the responsibility of the employee to provide accurate information on the organization being nominated.

**Nomination Information**

\* indicates required field

Please supply as much information about the nonprofit organization you would like to nominate. If/when the organization meets eligibility requirements, it will be added to our database, your matching gift information will be submitted and you will be notified via email. Please note it is the responsibility of the employee to provide accurate information on the organization being nominated.

\* **Legal Name** Please enter the name of the organization.

\* **Address** Please enter the organization's address

\* **City** Please enter the organization's city.

\* **State** Please select the organization's state.  
 ▼

\* **Zip Code** Please enter the organization's zip code.

Telephone Please enter the organization's telephone number.

\* **E-mail Address** Please enter the email address of the organization/contact at the organization.

Website Address Please enter the organization's website address.

\* **Contact First Name** Please enter the first name of organization contact.

\* **Contact Last Name** Please enter the last name of organization contact.

\* **Tax ID** Please enter the organization's Tax ID.

\* **Total Gift Amount** Enter the total, tax deductible, gift amount.

\* **Designation** To direct your match to a particular program or department within the organization, enter here. If you want the organization to direct the match to the area of most need, enter "General Support." Please note, gifts cannot be used for personal benefit.

\* **Gift Date** Please enter the date of your gift.  
  
(MM/DD/YYYY)

\* **Gift Payment Method** Select the gift payment method.  
 ▼

Gift Receipt Upload So that we may process your matching gift request quickly, please upload a copy of your online gift receipt you received from the organization. If you do not upload your gift receipt, the processing time for payment to the organization is 3-4 weeks after the organization confirms your gift.

\* **Donor Authorization** Checking "I authorize" authorizes the institution to report this gift and to apply for a Matching Gift under the Freeport-McMoRan Copper & Gold Foundation Matching Gifts Program.  
 I authorize

# Matching Gift Form

Enter the matching gift information and select "Save and Proceed".

**Note:**

- There is a \$25 gift minimum
- If you make multiple gifts to an organization throughout the year, you can submit individual receipts **OR** one receipt at the end of the year
- The gift date cannot be in the future

Please complete the matching gift form below to request a match for a donation already made to the organization.

**\*Recipient:**  
FELINE FRIENDS RESCUE ADOPTION LEAGUE  
PO BOX 2452  
SALEM, NH 03079-1155  
Telephone: 978-824-0352  
Fax: 978-824-0352  
E-mail Address: [erika.smith@cybergrants.com](mailto:erika.smith@cybergrants.com)  
Website Address: <http://www.cybergrants.com>  
U.S. Tax ID/EIN: 020480464

**\* Total Gift Amount** Enter the total, tax deductible, gift amount.

**\* Designation** To direct your match to a particular program or department within the organization, enter here. If you want the organization to direct the match to the area of most need, enter "General Support." Please note, gifts cannot be used for personal benefit.

**\* Gift Date** Please enter the date of your gift.  
  
(MM/DD/YYYY)

**\* Gift Payment Method** Select the gift payment method.

**Gift Receipt Upload** So that we may process your matching gift request quickly, please upload a copy of your online gift receipt you received from the organization. If you do not upload your gift receipt, the processing time for payment to the organization is 3-4 weeks after the organization confirms your gift.

**\* Donor Authorization** Checking "I authorize" authorizes the institution to report this gift and to apply for a Matching Gift under the Freeport-McMoRan Copper & Gold Foundation Matching Gifts Program.  
 I authorize

# Gift Receipt

If you received a gift receipt from the organization, upload it to expedite processing and payment of your matching gift by selecting "Upload File".

## Note:

Review the gift receipt upload criteria before you upload a gift receipt.

Please complete the matching gift form below to request a match for a donation already made to the organization.

**\*Recipient:**  
FELINE FRIENDS RESCUE ADOPTION LEAGUE  
PO BOX 2452  
SALEM, NH 03079-1155  
Telephone: 978-824-0352  
Fax: 978-824-0352  
E-mail Address: [erika.smith@cybergrants.com](mailto:erika.smith@cybergrants.com)  
Website Address: <http://www.cybergrants.com>  
U.S. Tax ID/EIN: 020480464

**\* Total Gift Amount** Enter the total, tax deductible, gift amount.

**\* Designation** To direct your match to a particular program or department within the organization, enter here. If you want the organization to direct the match to the area of most need, enter "General Support." Please note, gifts cannot be used for personal benefit.

**\* Gift Date** Please enter the date of your gift.  
  
(MM/DD/YYYY)

**\* Gift Payment Method** Select the gift payment method.

**Gift Receipt Upload** So that we may process your matching gift request quickly, please upload a copy of your online gift receipt you received from the organization. If you do not upload your gift receipt, the processing time for payment to the organization is 3-4 weeks after the organization confirms your gift.

**\* Donor Authorization** Checking "I authorize" authorizes the institution to report this gift and to apply for a Matching Gift under the Freeport-McMoRan Copper & Gold Foundation Matching Gifts Program.  
 I authorize

# Review Matching Gift Form

Review your matching gift information and select "Submit". If you need to make a change, select "Make a Change" and modify your gift information. The "Save Only" button will allow you to modify the gift record on the Matching Gift page.

**Note:**

The "Save Only" button does not submit your gift. You must select "Submit" in order for your request to be sent.

### Review Matching Gift Information

\* indicates required field

Please review your matching gift information. If you would like to make a change, click 'Make a Change'. If you would like to save your application and return to work on it later, click the 'Save Only' button. Clicking the 'Submit' button will immediately send your matching gift request to Freeport-McMoRan Copper & Gold Foundation and you will not be able to perform further editing.

**\*Recipient:**  
FELINE FRIENDS RESCUE ADOPTION LEAGUE  
PO BOX 2452  
SALEM, NH 03079-1155  
Telephone: 978-824-0352  
Fax: 978-824-0352  
E-mail Address: [erika.smith@cybergrants.com](mailto:erika.smith@cybergrants.com)  
Website Address: <http://www.cybergrants.com>  
U.S. Tax ID/EIN: 020480464

### Employee Matching Gift Information

\* Total Gift Amount \$25.00  
\* Designation Development  
\* Gift Date 08/01/2012  
\* Gift Payment Method Cash

Gift Receipt Upload

\* Donor Authorization  I authorize

# Notifying the Organization

If you do not upload a receipt, **you must notify the organization that a Matching Gift was submitted.**

You can either print a paper receipt and mail/deliver it to the organization or email the receipt (you must have a valid email address for the organization).

Click the button for the preferred method of notification.

**Matching Gift Submission Successful!**

\* indicates required field

Your request was successfully submitted to the Freeport-McMoRan Copper & Gold Foundation. Your Gift ID Number is **13896673**. Please reference this Gift ID Number in your correspondence if you have any questions. If you have uploaded your gift receipt from the organization, you do not need to take any further action.

**HOWEVER, if you have not uploaded your gift receipt from an online contribution, the Non-Profit Organization will need to confirm receipt of your donation. A contribution WILL NOT be made if the organization does not confirm receipt of your gift. You can notify the organization of your donation by one of the following methods:**

**Paper Receipt for Organization**      **Email Receipt for Organization**

**\*\*Please note, if you choose to use the email option and there is not an email address on file for the organization, you will need to contact the organization directly to obtain an e-mail address. Click here to return to the Matching Gifts Homepage when you are finished.**

**\*Recipient:**  
FELINE FRIENDS RESCUE ADOPTION LEAGUE  
PO BOX 2452  
SALEM, NH 03079-1155  
Telephone: 978-824-0352  
Fax: 978-824-0352  
E-mail Address: erika.smith@cybergrants.com  
Website Address: <http://www.cybergrants.com>  
U.S. Tax ID/EIN: 020480464

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**Employee Matching Gift Information**

* Total Gift Amount	\$25.00
* Designation	Development
* Gift Date	08/01/2012
* Gift Payment Method	Cash
Gift Receipt Upload	
* Donor Authorization	I authorize

# Notifying the Organization

**Paper Receipt Option:** Print the entire page and deliver to the organization or school.

**Email Receipt Option:** Enter the recipient's email address, if there is an email address on file for the organization, it will be located in the email message. If there is no email address on file, it is the employee's responsibility to fill in a valid email address.

**Note:** If the organization does not confirm your gift, it will not be matched.

## Freeport-McMoRan Copper & Gold Foundation Matching Gift Program

INSTRUCTIONS FOR DONOR:

Erika Smith

To complete this transaction:

1. Please print this entire page using the print button on your browser's toolbar.
2. Please deliver this page to the organization or school:

Feline Friends Rescue Adoption League  
Po Box 2452  
Salem, NH 03079-1155  
erika.smith@cybergrants.com Gift Date: 08/01/2012  
Gift Amount: \$25.00  
Gift ID: 13896673

### E-mail Organization

\* indicates required field

Please include the Reply-To email address (this is your email address) and the Recipient email address (this is the organization's email address) which can be found in the Message below. Please assure that the email address is typed correctly in order for your email to be sent. No record of this email will be kept in the system. If the organization does not verify your gift in a timely manner, please contact the organization directly to follow up.

\* Your Name:

\* Reply-To:

\* Recipient(s): Use ";" or "," to separate recipient emails.

\* Subject:

Message: Freeport-McMoRan Copper & Gold Foundation Matching Gift Program

Feline Friends Rescue Adoption League

Po Box 2452

Salem, NH 03079-1155

Email: erika.smith@cybergrants.com

Telephone: 978-824-0352

Fax: 978-824-0352



# Checking Balance & History

## Matching Gift Donor Balance:

The Foundation will match employee contributions of \$25 or more, up to an annual maximum of \$20,000.

## Matching Gifts Giving History:

Displays detail of registered gifts.

- **Create New:** Allows you to create a new matching gift for the same organization.
- **Description:** Allows you to see the detail of the gift you submitted, including receipt information.
- **Status:** Allows you to see if the gift you registered is awaiting organization confirmation, has been confirmed, approved, declined or paid.

Matching Gift Donor Balance	
<b>Matching Gifts Program</b>	
Number of Transaction(s):	2
Total Match Amount:	\$250
Balance:	\$19,750
Balance = Remaining dollar amount on your \$20,000 balance	

Matching Gifts Giving History				
Transactions you have registered will appear in this box. To view a transaction detail, click on the hyperlink in the description column.				
Action	Organization	Type	Description	Status
<a href="#">Create New</a>	CYBERGRANTS TEST ORGANIZATION	Matching Gifts Program	<a href="#">\$100.00 on 08/01/2012</a>	Organization has Confirmed Gift
<a href="#">Create New</a>	FELINE FRIENDS RESCUE ADOPTION LEAGUE	Matching Gifts Program	<a href="#">\$25.00 on 08/01/2012</a>	Pending Organization Confirmation

# List of Organizations



## My Organizations

Organizations appearing in this section are organizations to which you have previously donated. To select an organization from "My Organizations", click the button to the left of the organization's name and select "Create Application".

**Select from My Matching Gifts Organizations**

Organization's appearing in this box are organization's who you have given to in the past. To select an organization from "My Organizations", click the radio button next to the name of the organization then click "Create Application".

Select	Organization	Remove
<input type="radio"/>	CYBERGRANTS TEST ORGANIZATION (NORTH ANDOVER, MA)	
<input type="radio"/>	FELINE FRIENDS RESCUE ADOPTION LEAGUE (SALEM, NH)	

**Create Application**



For questions about submitting a  
Matching Gift form, contact  
[fcxmatchinggifts@cybergrants.com](mailto:fcxmatchinggifts@cybergrants.com)  
or 855-518-8502.