

\*\*\*\*\*SPECIAL NOTES: We only match schools on our list of eligible schools, which is revised each year based on the core schools where we recruit. All contributions must be used entirely by accounting, business, tax, law, or other related departments of the eligible institution. \*\*\*\*\*

All current employees and partners, and retired partners are eligible. There is a \$100 min. for employees and retired partners and \$500 min. for partners. Maximum match is \$1,000 per person per school. For those contributions made directly to the school and not through the Grant Thornton Foundation, a gift receipt from the school spelling out the amount, date, restriction, and the person's name is required along with copies of the front and back of any cancelled checks or a copy of the contributor's credit card statement. The program typically runs from Sept. 1 to Dec. 31 each year. All forms and paperwork must be in administrator's hands by Dec. 31. Contributors can pledge via web form for a one-time only payroll/draw deduction or send checks made out to the Grant Thornton Foundation along with a completed form to the programs project manager. Contributors who sent donations directly to a school must complete a form and provide the appropriate documentation (described above) to administrator as well. At the end of the program the match is added to the contributions for each school and the total is sent in a check to each school at the end of February.