

Georgia Power Foundation, Inc.

Educational Matching Gifts Program Request Guidelines

The strength and vitality of higher education in America needs the financial support of individuals and the business community. Georgia Power has a strong commitment to higher education, and matching gifts are an important part of this overall program. The purpose of the Educational Matching Gift Program is to encourage employees and retirees of Georgia Power to join the Company in its financial support of higher educational institutions. Georgia Power Foundation, Inc. matches, dollar for dollar, donations made by qualified individuals, up to \$5,000 per year, to the eligible institutions of their choice.

WHO CAN PARTICIPATE

All active full-time, part-time employees routinely scheduled to work at least 1,000 hours each year, retired directors, and retirees of Georgia Power. Gifts from Spouses or Surviving Spouses are not eligible.

ELIGIBLE INSTITUTIONS

Degree-granting graduate and professional schools, universities, two-year and four-year colleges, and technical schools located in the United States that are regionally or professionally accredited, are public charities, and are recognized by the Internal Revenue Service as tax-exempt under Section 501(c)(3) of the IRS Code. Eligible institutions also include alumni funds, foundations, or associations.

WHAT CONTRIBUTIONS ARE ELIGIBLE?

- Personal gifts, from the donor's personal funds, which have been paid and not simply pledged to support the institution's educational objectives.
- The minimum gift eligible for matching is \$25. The maximum amount matched per donor per calendar year is \$5,000. If the donor makes several contributions, gifts will be matched in the order received, up to the maximum limit for the calendar year.
- Gifts must be made directly to approved institutions.
- The donor's yearly limit is based on the date of gift. The completed Educational Matching Gifts Program Request Form must be received from the institution within 120 days of the date of the gift.
- Gifts must be in the form of check or marketable securities with a quoted market value. Gifts of securities are valued based on the average of the high and low on the date of the gift. No other form of personal or real property will be matched.

WHAT IS NOT ELIGIBLE FOR MATCHING?

- Gifts to elementary, secondary, or independent scholarship funds.
- Dues, gifts, or subscription fees to alumni groups, booster clubs or similar organizations whose purpose is other than strict contribution to the institution's educational objectives.
- Gifts for non-scholastic programs, such as athletics (including athletic booster clubs) or stadium construction.
- Payments of tuition or student expenses, pledges, tithes, other church-related financial commitments, or any other legal obligation of the donor.

HOW THE PROGRAM WORKS

BY INTERNET:

Alternatively to this paper-based process, Matching gift requests can be submitted electronically via a paperless process at <http://www.easymatch.com/gapowerfdn>.

BY MAIL:

The donor should:

- Complete Part 1 of the form.
- Mail the *original* form, with the donation and any other necessary documentation, to the institution of your choice that meets the criteria listed in the guidelines. (Faxed copies will be accepted.) The matching amount provided by Georgia Power Foundation, Inc. will be for unrestricted support.

The authorized officer at the recipient institution should:

- Complete Part 2 of the *original* application form
- must verify the donation
- sign the application
- return the *original* form to:

Georgia Power Foundation, Inc.
Educational Matching Gifts Program
P.O. Box 7185
Princeton, NJ 08543-7185

Eligible gifts are processed and matched to institutions on the following quarterly schedule.

Received By:	3/1	6/1	9/1	12/1
Processed By:	3/31	6/30	9/30	12/31

Matching gift requests must be registered within 120 days of the date of payment by check, or traded securities. Gifts registered after that time will not be eligible. All gifts must be verified by the recipient institutions in order to be matched by Georgia Power Foundation, Inc.

For more information, please contact the Educational Matching Gifts Program via phone at 1-866-632-1416 or email at gapowerfdn@easymatch.com.

ADMINISTRATIVE CONDITIONS

Georgia Power Foundation, Inc. reserves the right to interpret and administer the program and may apply, amend or revoke these guidelines at any time without prior notice. No obligation is imposed upon or accepted by Georgia Power by reason of the Educational Matching Gifts Program. The interpretation, application and administration of the program shall be determined by Georgia Power and its decisions will be final.

Georgia Power Foundation, Inc. Educational Matching Gifts Program Request Form



INSTRUCTIONS

Donor:

- Complete Part 1 of this form – one for each gift. *Please print or type.*
- Send the form with your contribution to the recipient organization.

Recipient Institution:

- Verify receipt of gift.
- Complete Part 2 of this form. *Please print or type.*
- If this is your first matching gift request to the Georgia Power Foundation, Inc. Educational Matching Gifts Program, please enclose a copy of your Internal Revenue Service 501(c)(3) IRS determination letter and a brief description of your institution's primary mission statement or purpose.
- Forward form to the address printed below.

PART 1 - DONOR SECTION

SOCIAL SECURITY NUMBER

EMPLOYEE NAME

HOME ADDRESS

CITY/STATE/ZIP

BUSINESS TELEPHONE, INCLUDING AREA CODE

E-MAIL ADDRESS

EXACT DATE OF GIFT

AMOUNT OF GIFT (MIN \$25)

Type of gift: Please check one:

Check

Stock

IF STOCK, NUMBER OF SHARES AND NAME OF STOCK

NAME OF INSTITUTION

ORGANIZATION CITY, STATE

RESTRICTION OR PURPOSE (IF ANY)

I certify that neither my family nor I will derive any direct or indirect financial or material benefit from this gift and that it will be used to support the primary educational objectives of this institution. I further certify that this contribution does not satisfy any legal obligation of myself or anyone else. I authorize the above-named recipient institution to report this gift to Georgia Power Foundation, Inc. for the purpose of applying for a matching gift. I certify that my gift is a voluntary contribution, that it fully complies with the provisions of the program described herein, and does not represent in any way a fee for a service or benefit. Any misrepresentation by me of the statements made herein will forfeit my rights to any matching contributions and, in addition, may result in violations of the law. In addition, I certify that I have not been nor will be reimbursed by anyone for this gift/contribution. I have read and understood the guidelines of the Georgia Power Foundation, Inc. Educational Matching Gifts Program.

DONOR SIGNATURE

DATE

PART 2 - RECIPIENT INSTITUTION SECTION

EMPLOYER IDENTIFICATION NUMBER (EIN)

INSTITUTION NAME

ADDRESS

CITY/STATE/ZIP

TELEPHONE, INCLUDING AREA CODE

FAX, INCLUDING AREA CODE

E-MAIL

WEBSITE ADDRESSES (IF ANY)

DATE GIFT RECEIVED

\$

AMOUNT OF GIFT

I hereby certify that this institution meets the eligibility requirements of the Georgia Power Foundation, Inc. Educational Matching Gifts Program, and that neither the donor nor Georgia Power Foundation, Inc. will derive any personal material benefit from this gift or match. I further certify that this match will not be used to reduce or satisfy any obligation of the donor or anyone else.

AUTHORIZED OFFICER'S NAME (PLEASE PRINT)

TITLE (PLEASE PRINT)

SIGNATURE OF AUTHORIZED OFFICER

DATE

MAIL COMPLETED FORM AND ANY REQUIRED ENCLOSURES TO:

Georgia Power Foundation, Inc.
Educational Matching Gifts Program
P.O. Box 7185
Princeton, NJ 08543-7185

Phone: 1-866-632-1416

E-mail: gapowerfdn@easymatch.com

Web Site: <http://www.easymatch.com/gapowerfdn>