



Community Relations Guidelines

Matching Gift

The LexisNexis Shares Matching Contribution Program was established to encourage LexisNexis employees to contribute to arts/cultural, educational and economic development non-profit organizations of their choice. LexisNexis will match employee financial donations that are a minimum of \$25 with a maximum of \$250 (per employee, per calendar year) to eligible non-profit organizations within the guidelines outlined below.



Eligible Donors

All permanent, benefit eligible, full-time, U.S. based, employees currently working for LexisNexis are eligible. The individual must be an employee at the time of the contribution.

Eligible Recipients

All recipient organizations must be located in the U.S. and recognized by the IRS as tax-exempt entities under the Internal Revenue Code section 501(c)(3) to which deductible charitable contributions, as defined in IRC section 170(c)(2), may be made for federal income tax purposes. Eligible organizations include:

- Cultural Organizations; Museums, Performing Arts Groups, Libraries, Public Radio and Television
- Eligible Educational Organizations
- Economic Development Organizations

All recipient organizations must be located in the U.S. and have appropriate IRS status and accreditation by State Department of Education or a nationally recognized accrediting agency. They must be recognized by the IRS as an organization to which deductible charitable contributions may be made. Eligible organizations include:

- Public School Foundations
- Public and Private sector Elementary and Secondary Schools
- Graduate or Professional School
- Community Colleges
- Four Year Colleges and Universities
- Technical Schools
- National associations or funds soliciting support for education (American Indian Colleges and Universities, Hispanic Association of Colleges and Universities, United Negro College Fund)

Restrictions

The following organizations are not eligible for matching contributions:

- Health and Human Service Organizations
- Fraternal, Veterans', religious, political, advocacy, business, trade or professional, social or other membership groups.
- Donations to the United Way or Culture Works.

The following educational organizations are not eligible for matching contributions:

- Scholarship funds, building funds, athletic funds, tuition, alumni dues,

subscriptions and other services/goods

- Seminaries and theological schools
- Note: Pledges for walkathons, bikeathons, marathons and other fundraising events will not be matched.

Procedure

Matching Contribution payments will be made quarterly. Please note that application forms must be received by LexisNexis Community Relations by December 15 to be eligible for payment in the current year. LexisNexis Shares Matching Contributions are unrestricted and must enhance the quality of life in the community. LexisNexis reserves the right to request documentation of appropriate IRS classification.

Limitations

LexisNexis will match, on a dollar-for-dollar basis, employee contributions that are a minimum of \$25 with a maximum of \$250 (per employee, per calendar year). Contributions may be made to more than one recipient within a calendar year. Contributions must be in the form of cash, check or money order. Credit card contributions are eligible if documentation is provided to show that the contribution has been made. A personal contribution must be paid (not merely pledged) in the form of cash. In-kind donations or volunteer hours are not eligible. When contributions provide donors with benefits, the value of the benefit is not a contribution and therefore is not eligible for a match. As an example, when a donation results in a parking pass, the value of the donation is matched, but the value of the parking pass is not matched.

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