

FYI

CONFIDENTIAL –

Our hope is in April 2017, we will move to this new vendor, Good Done Great, to manage our matching gifts. This new vendor will allow us to pay out matching gifts once per month, significantly reducing time between receipt of matching gift paperwork and payout. It will also provide your organization visibility as to what has been paid and when. This new system will also allow you to receive either a check or set-up for an electronic funds transfer. It will also allow our employees and retirees to enter a gift directly via credit card or record a check or stock donation for matching.

Please note, we will continue to process any matching gifts during this transition received in paper form throughout 2017. We will also maintain our current vendor during this transition as not to miss any matching gifts.

You are invited to establish your organization on the Good Done Great website, which will allow you to confirm receipt of future matching gifts.

When you create a Good Done Great account, you are automatically creating a personal Giving Account, allowing you to be part of the Good Done Great giving community. Also, as a Charity Administrator, you will be able to edit your charity's Public Profile as well as confirm receipt of the contribution.

To learn more about Good Done Great and the account creation process click [here](#), or get started and create your account at www.GoodDoneGreat.com. We are excited to support you in your good works!

Norfolk Southern Foundation believes bringing this system online will allow us to further promote the matching gift program to our employees, engaging them to give back to the communities in which they live.

My hope is that you will be patient during this transition. Our employees have NOT been notified on this significant change, but will be notified in late March as we get closer to going live with the new system. We wanted to give you a heads up to be able to establish your account if you do not already have one. Please share this with your teams and appropriate matching gift personnel.

Please continue to handle current matching gifts as you always have until we go live. You will be notified when a donor has done a match through the new system.

Thank you,

Katheryn (Katie) Fletcher
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