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The Matching Gift Program

The Matching Gift Program focuses on higher education by matching donations from Westar Energy employees and directors and their spouses on a dollar-for-dollar basis per household per calendar year. The minimum annual gift that will be matched is \$100, and the maximum is \$1,000 per household per calendar year.

The Matching Gift Program Guidelines

- The contributions must be a personal gift of the eligible donor.
- The contributions must be paid, not merely pledged, by the donor.
- The Foundation will match contributions (\$1 for \$1) up to \$1,000 per household per calendar year.
- The Matching Gift Program will be paid quarterly. Company donors will be notified when their gifts have been matched.
- The recipient institution must acknowledge matching gifts made on or before Dec. 31 by completing Part B of the matching gift form and mailing it to the Foundation no later than Jan. 31 of the following year.
- The recipient institution must be located in Kansas. No matches will be sent outside the state.
- Marketable securities will be eligible gifts for purposes of matching for value up to \$1,000 per household per calendar year. The value of such securities for matching purposes will be the average price (between the low and the high quotation, if available, and, if not, the fair market value) on the date the gift was made.

The Matching Gift Program Institution Guidelines

In order to qualify for the Matching Gift Program, a recipient organization must meet the following requirements:

- Kansas colleges or universities offering at least a two-year program of study, including seminaries, theological schools, schools or colleges within a university that conduct their own fund-raising efforts (such as law school or medical school)
- Tax-exempt educational funds, such as the United Negro College Fund, the American Indian College Fund or the Hispanic Association of Colleges and Universities
- 501(c)(3) tax-exempt status
- Location in Kansas
- Accreditation by a nationally recognized regional or professional association

Matching gifts cannot be used for the following:

- Dues payable to national or local alumni groups, fraternities or sororities
- Gifts-in-kind (e.g., personal or real property, other than securities; value of personal services)
- Gifts for non-scholastic programs or athletics departments and programs including stadium construction or building funds
- Payment in lieu of tuition, books or other student fees
- Gifts fixed by a school as a condition for student enrollment
- Gifts affording the donor special privileges or benefits, such as preferred seating at athletic events, options to purchase preferred seating, use of athletics facilities and special parking privileges
- Gifts made jointly by several individuals or on behalf of an ineligible participant

Administrative Conditions

- The Westar Energy Foundation reserves the right to amend or discontinue this program, in whole or part, at any time without notice.
- The Westar Energy Foundation reserves the right to verify the eligibility of any gift before paying the matching gift.
- The Westar Energy Foundation will determine the interpretation, application and administration of the program, and its decision shall be final.

Submitting A Matching Gift Request

Donors will complete Part A of the the [Matching Gifts form](#) and send it in to the educational institution, foundation or association. The recipient will complete Part B of the form and return it, along with a letter attesting to the organization's 501(c)(3) status, as soon as possible to:

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HOW MANY
DOLLARS
DOES IT
SAVE TO
CHANGE A
LIGHT BULB?



**Westar Energy Foundation
Attn: Foundation President
P.O. Box 889
Topeka, KS 66601-0089
Telephone: (785) 575-1544
Fax: (785) 575-6399**

100 200 300 400 500 600 700 800 900 1000 1100 1200 1300 1400 1500 1600 1700 1800 1900 2000 2100 2200 2300 2400 2500 2600 2700 2800 2900 3000 3100 3200 3300 3400 3500 3600 3700 3800 3900 4000 4100 4200 4300 4400 4500 4600 4700 4800 4900 5000 5100 5200 5300 5400 5500 5600 5700 5800 5900 6000 6100 6200 6300 6400 6500 6600 6700 6800 6900 7000 7100 7200 7300 7400 7500 7600 7700 7800 7900 8000 8100 8200 8300 8400 8500 8600 8700 8800 8900 9000 9100 9200 9300 9400 9500 9600 9700 9800 9900 10000

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