

Guideline details:

- Minimum Gift*: \$20.00
- Maximum Gift*: \$5,000.00 per donor – per organization
 - Example: 1 donor can donate \$5,000 to 4 different organizations. \$20,000 would be matched.
- Organizations are prohibited from donating to themselves.
- Previous pledges, other regular gifts (like regular tithes or offerings), or proceeds from sales & fundraisers are ineligible for matching dollars.
- *All gifts under \$20 will be passed through

All qualifying donations **must be received from May 9th, 2022 through May 13th, 2022** and received in the Foundation office either by mail or from the participating nonprofit by 5pm Friday, May 13th at 5:00 pm. Check donations received after 5:00 pm Friday will not count towards the Bonus.

The options to receive contributions are below:

1. **Write a check payable to the participating organization** you would like to support.
 - Mail it to the participating organization **OR**
 - Mail it to Week of Giving, PO Box 895, Kittanning, PA 16201.Check **must be received anytime from May 9th through May 13th at 5pm.**

2. **Make an Online Donation** one of two ways.

- a. The Community Foundation has set-up an online option for all of the participating nonprofit organizations located on our website www.servingtheheart.org (only available May 9th – 13th, 2022).

-click on Week of Giving at the top of the homepage

-click on the Make a Donation tab

-complete the form and choose the nonprofit you would like to donate to...**OR**

- b. You may set up your own form of online donation option. For example, PayPal, Go Fund Me, or through your online donation portal on your website.

If you choose to provide your own online option,

- Participating organizations are responsible to provide the Community Foundation a detailed receipt for all online donations received and

- Receipts showing Gross and Net amounts of each donation must be submitted to the Community Foundation, 220 S. Jefferson St., Kittanning, PA 16201 by NOON Monday, May 16th.

- Donations must be a minimum of \$20 AFTER the processing fee is accessed.

Checks must be:

- Received by the Community Foundation by 5pm Friday, May 13th
- On-line donations must be posted between May 9th and May 13th, 2022