

OFFLINE GIFTS

- Accepted gifts: **Cash, Check, Stock, Donor-Advised Fund, or IRA Rollover** gifts of at least \$10,000 (not to exceed \$100,000) per individual donor.
- Sent to the **Lancaster County Community Foundation**. All cash/check gifts should be mailed to: *Lancaster County Community Foundation, 24 W. King Street, Suite 201, Lancaster, PA 17603*. All stock/DAF/IRA gifts can also be sent via ACH/EFT. Electronic transfer instructions can be provided upon request. Contact the finance department at **finance@lanconfound.org**, or call **(717) 397-1629**.
- Tax acknowledgments are sent by the Foundation at the time of the gift (unless it's from a tax-advantaged DAF or IRA). No further receipts are sent on ExtraGive day.
- Gifts below \$10,000 must be made via credit card on the day of the ExtraGive at **Extragive.org**.
- **Stretch Pool/Prizes and Fees:** Offline gifts are eligible to receive stretch pool and prize dollars. They will also be assessed a 1% technology platform fee since they will go through the platform similarly to CC gifts.
- **Tracking:** The FOUNDATION is responsible for tracking and recording all offline gifts that come in for individual organizations. Once all offline gifts have been recorded, the Finance Team at the Foundation will input them into the GiveGab platform sometime **between 10:00 AM and 4:00 PM** on the day of the ExtraGive.
- **DUE DATE:** Friday, November 10, 2023. IRA Rollovers or DAF distributions should be requested **no later than** October 27, 2023 due to the length of processing required.

SPONSOR MATCHES

- Accepted gifts: **Cash, Check, Stock, Donor-Advised Fund, or IRA Rollover** gifts of up to \$100,000 total per organization.
- Sent to organization that is being sponsored. **The organization receives the funds and sends the tax acknowledgments.** Checks should be made out to the organization being sponsored, **NOT** the Foundation.
- Gifts of \$1,000 to \$100,000 can be sent to organizations as sponsor matches. No collective amounts greater than \$100,000 can be input into the sponsor match section of an organization's page.
- **Stretch Pool/Prizes and Fees:** Sponsor matches are eligible to receive stretch pool and prize dollars. They will also be assessed a 1% technology platform fee since they will go through the platform similarly to CC gifts.
- **Tracking:** The ORGANIZATION is responsible for tracking and recording sponsor matches. Once a total has been determined, the organization inputs the total into the "Manage Sponsor Matching" section of its GiveGab page. Once the goal is reached, the "match" is added to your organization's total automatically and will reflect on the leaderboard.
- Sponsor Matches will be audited by the Foundation to ensure fair play. Keep your backup.
- **DUE DATE:** Thursday, November 16, 2023 at 11:59:59 PM. Sponsor match totals just need to be entered and saved in an organization's GiveGab page by the start of the event.