



Employee Matching Gift Program



The Employee Matching Gift Program offers financial assistance to nonprofit organizations that are supported by our employees, and which also provide services within Central Hudson's operating area. Central Hudson will match employee gifts made to eligible organizations of

up to \$500 per employee annually. In addition, employee contributions made to the Community Fund of the United Way during the annual campaign are also matched, and will not count toward an employee's \$500 annual maximum.

Who can participate?

Regular, active, part- and full-time employees of Central Hudson Gas & Electric Corporation. Retirees, inactive employees on leaves-of-absence, contractors and/or members of the Board of Directors are not eligible.

What institutions can participate?

Qualifying institutions must be:

1. Located or provide constituent services in a county within the service area of Central Hudson Gas & Electric Corporation, and
2. Recognized as tax-exempt, nonprofit organizations as described under section 501(c)(3) of the United States Internal Revenue Code.

Institutions meeting these two primary requirements may be, but are not limited to, hospitals located in counties served by Central Hudson; health and human services or social welfare providers; degree-granting two- and four-year private or public colleges and/or universities located in counties served by Central Hudson; independent educational funds; performing art organizations and/or united arts funds; educational centers and/or museums; private and public libraries; qualified youth organizations; fire and emergency response agencies; historical societies; and/or environmental organizations.

Ineligible organizations include religious, sectarian, political and/or discriminatory groups; public and private elementary or secondary schools; fraternities, sororities, honorary societies, and/or campus organizations; and seminaries or religious schools.

Questions? Email matchinggift@cenhud.com

How are gifts matched?

The Matching Gift Program will match, dollar for dollar, eligible contributions made by Central Hudson employees to qualifying organizations ranging from a minimum contribution of \$50 to a maximum of \$500.

- Personal contributions must actually be paid, not merely pledged.
- Each employee may designate up to \$500 of eligible donations each year (e.g. 10 \$50 gifts or one \$500 gift).
- Completed applications and proof of donation for matching funds must be received by recipient organizations by Dec. 10 of each year; gifts will be matched by Dec. 31.

Administrative conditions

- Central Hudson determines the interpretation, application and administration of this program, which may be amended, suspended, revoked, or terminated at any time. No obligation is imposed upon or accepted by Central Hudson by reason of its Employee Matching Gift Program.
- Institutions that meet the specific criteria listed herein are considered for participation, but Central Hudson makes the determination of an institution's initial and continuing participation.
- If a matching gift is at any time found to have been generated by an ineligible individual or organization, Central Hudson expects return of the gift. Continued misuse of the Employee Matching Gift Program will cause an organization to lose its eligibility for matching gifts.
- Central Hudson reserves the right to request any supporting documentation it considers necessary.

How to participate

Employees must:

- Fill out the employee information below
- Send the completed form and contribution amount (\$50 to \$500) to the nonprofit organization
- Please verify this is a qualifying organization by referring to eligible organization guidelines on page 1

Qualifying organizations must:

- Verify the donation was received, complete their portion of this form and send via email to matchinggift@cenhud.com.



Employee information

Donor completes and forwards to the organization receiving the gift

Employee donor name

Employee number

Date of gift

Amount of gift

Amount of gift to be match

Day phone

Office location (e.g. South Rd., Kingston, etc.)

Job title

Address of the organization

City, state and zip code

I certify that the information submitted is correct, that my gift complies fully with the provisions of the program and that it does not represent in any way a fee for benefit or for services.

Donor signature and date

Recipient information

Organization completes and returns this form to Central Hudson by emailing matchinggift@cenhud.com

Name of organization

Federal tax ID number

Address of the organization

City, state and zip code

Purpose of gift

Amount of gift

As an authorized officer/representative of this organization, I certify that it satisfies the requirement of Central Hudson's Employee Matching Gift Program as described in this brochure, and that the gift is voluntary and has no benefit or service to the donor.

Authorized signature

Date and telephone number

Name and title (please print)

If this is the first time you are submitting an application, please include a copy of your 501(c)(3) status for our files

Vendor number (office use only) _____