

## FAQs

### **Why does SPX offer a Matching Gift Program?**

Through the SPX Employee Matching Gift Program, the company supports employee gifts to nonprofits and extends the reach of SPX's corporate giving. By matching employee gifts, employee and company resources are leveraged for maximum community benefit. By using the SPX Employee Matching Gift Program, SPX employees can double their impact using SPX's support.

### **Why should I give through the SPX Employee Matching Gift Program?**

The SPX Employee Matching Gift Program is designed to make giving easy, convenient and meaningful to you and the recipient organization. The major benefit is that SPX matches your donation to institutions that meet the program criteria.

### **Who is responsible for the guidelines?**

The guidelines for the program are established by the SPX Employee Matching Gift Program. These guidelines are reviewed on an annual basis. If you have any suggestions or questions about the guidelines, please send an e-mail to [spxmatchinggifts@fftc.org](mailto:spxmatchinggifts@fftc.org).

### **How much will be matched per year?**

The maximum amount matched per donor per calendar year is \$5,000 for each employee. Directors and Officers maximums are to be determined by the appropriate Board of Directors committee. The minimum gift is \$100, or multiple gifts totaling a minimum of \$100 to any one organization.

### **Who is eligible to participate in the SPX Employee Matching Gift Program?**

All full-time SPX employees and members of the SPX Board of Directors can participate. Part-time employees, temporary employees, interns, retirees and contractors are not eligible for the program.

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**What types of organizations are eligible to receive a gift?**

Qualified nonprofit organizations located in the United States or one of its possessions and recognized by the Internal Revenue Service as tax-exempt and designated a public charity under Section 501(c)(3) of the IRS Code or as an instrumentality of a federal, state or local government as provided by Section 170(c)(1) of the Code. Nonprofit organizations must meet basic due diligence requirements in order to be considered an eligible organization under the SPX Employee Matching Gift Program.

Eligible organizations include, but are not limited to: colleges and universities, private and public elementary and secondary schools, civic, arts and cultural organizations, health and human service agencies, and environmental organizations.

The SPX Employee Matching Gift Program retains discretion to approve or deny eligibility based upon the information provided or otherwise available, and any decision made by SPX regarding eligibility is final.

**Are the funds raised by an employee or group of employees in a community fund drive, walk-a-thon or similar activity eligible for a matching gift?**

No. The SPX Employee Matching Gift Program is focused on matching eligible gifts made directly by employees. Gift pooling, community fundraising and similar programs are not direct employee contributions and are therefore ineligible for a matching contribution. Please note that a donation made by an individual employee to a community fund, walk-a-thon or similar may be eligible if it satisfies the other criteria described.

**What is a 501(c)(3)?**

501(c)(3) is a section of the Federal Tax Code which establishes the criteria for tax-exempt charitable organizations. An organization must have 501(c)(3) status (be tax exempt) in order to receive matching funds. Note that not all 501(c)(3) organizations qualify for the program.

**How do I determine the tax-deductible portion of my donation?**

A charitable gift for which the donor receives nothing in exchange is 100 percent tax-deductible. The portion of a charitable gift that covers any goods or services received in

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exchange for a donation is not tax-deductible. Examples include tickets, dinners, golf tournaments, promotional items, subscriptions, dues, etc. The agency can tell you what portion of your gift is considered tax-deductible if you are in doubt.

### **How is the annual donor limit determined?**

The annual donor limit is determined by the actual date of the donor's contribution to the recipient organization. For example, if you make a donation of \$5,000 on December 31 of one year and then notify the organization through the matching gift program of your donation in January of the new year, the matching gift will be “charged” to the year limit in which it was made.

### **How do I submit a request?**

Eligible employees and board members may submit a request by completing the online matching gift application. All eligible employees must first register with the online matching gift system in order to access the online matching gift application. A link to the online matching gift system and instructions for completing an application can be found at [www.ffc.org/spxmatchinggifts](http://www.ffc.org/spxmatchinggifts).

### **I submitted my online matching gift application, but my application status is “Request Pending”. What does the status mean?**

The Request Pending status indicates that your matching gift request is currently pending the gift confirmation by the nonprofit organization. The nonprofit organization must confirm receipt of your original gift in order for your matching gift request to be considered by the SPX Employee Matching Gift Program. This process is initiated when you complete the Request Section of your application. For more information about the Nonprofit Gift Confirmation and Request Section, see the **Employee Matching Gift Program Online Registration and Application Guide** located at [www.ffc.org/spxmatchinggifts](http://www.ffc.org/spxmatchinggifts).

### **Can I make a contribution via credit card?**

If the organization to which you are making a contribution allows credit card contributions, you may handle your contribution in this way.

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**When will the organization receive the SPX match?**

Matching gift disbursements will be made on a quarterly basis to eligible organizations.

**Will I be notified when SPX matches my gift, or if it is not approved?**

Employee donors are able to view the status of their matching gift requests by logging into the online matching gift system and going to the My Applications tab. The status of a matching gift request will change once it has been approved or declined.

**How long do I have to request a match once I've made a donation by check or credit card?**

Electronic forms must be received within one year of the date of payment by check or credit card. Gifts registered after that time will not be eligible for matching.

**Why do I have to go online for each gift made over a period of time to the same institution?**

Each gift is a separate transaction. One form per gift helps ensure that every gift donation is matched appropriately. Separate forms also facilitate record keeping and comply with SPX's audit requirements. The minimum gift is \$100, or multiple gifts totaling a minimum of \$100 to any one organization.

**Why is it necessary to provide the exact date of my gift?**

SPX's policy is that eligible gifts requested within one calendar year are matched.

**If I have a question about my donation or the program, whom should I contact?**

Please contact the program administration office via email at [Spxmatchinggifts@fftc.org](mailto:Spxmatchinggifts@fftc.org) or call +1 704.973.4543.