

## Edyth Bush Charitable Foundation, Inc. Match Grant Guide

As alternatives to *Outright* Grants, there are four kinds of *Match* Grants often made by this Foundation:

- X        *Dollar for Dollar*  
          One dollar of Foundation funds for each one dollar (or some specified variation of "\$1 for \$2" or "\$1 for \$3") of funds raised by the grantee up to the amount of the grant as stated in the Grant Award letter. Incremental amounts to certify matching funds are stated in the Grant Award letter or as discussed in the Grantee Conference.
  
- X        *Part Matching*  
          Outright portion of the grant usually paid immediately, with the matching portion payable upon the Foundation's receipt of your matching funds certification.
  
- X        *Installment match grants*  
          Payable over several of the Foundation's fiscal years with various certification deadlines.
  
- X        *All or Nothing*  
          Foundation funds are payable only if the total amount of the grant is matched by the deadline date as stated in the Grant Award letter.

Common to each type of Match Grant is that funds raised by the Grantee must be *new* or *increased* cash contributions or pledges. *New* is defined as funds or pledges payable within one year, from contributors who have never given, or have not given to your organization in the past 14 months. *Increased* means funds contributed or pledged to be paid within one year, which are over and above amounts given by the donor or donor's family within the past 14 months. Contributions in-kind do not count toward a certification, unless special permission is received at the time the grant is made. If the Foundation approves in advance, pledges may be counted longer than one year. An instance when this might occur would be for a building fund drive up to 5 years. Fundraising events do not count

toward a certification.

The following is a sample donor list including each donor's contribution eligible for the match, by name and amount.

Donor	Gross Amount	New or Increased
John Jones	\$15,000	\$ 5,000
The Warren T. Meyer	\$12,500	\$ 500
Susan Stephano	\$10,000	<u>\$10,000</u>
Total for match		\$22,500

Explanation:

- X Mr. Jones donated \$10,000 last year and another \$15,000 after the grant was awarded. He had increased his latest contribution by \$5,000 over the first contribution.
- X The Meyer family contributed \$500 one year ago and another \$500 six months ago for a total of \$1,000 in the past one year. He contributed \$1,500 after the grant was awarded which was \$500 more the total contributions in the past year.
- X This is the first time Ms. Stephano has ever contributed.

You must certify the match to the Foundation as specified in the Grant Award letter, usually on or before August 1<sup>st</sup>. Each certification must be equal or more than an incremental amount (if applicable) as stated in the Grant Award letter or as discussed in the Grantee Conference. The certification must be accompanied by a list, such as the one above, recording each donor's contribution eligible for the match, by name and amount. The Foundation pays the incremental amount as each proper certification is received. The cover letter transmitting the list needs to read that the organization “hereby certifies that \$\_\_\_\_\_ qualifies as new or increased match funds raised for (the purpose of) the grant”.

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