

POLICY

The Poverello Center, Inc. will match certain employee giving toward non-profit campaigns that are pre-approved by the CEO and which advance the mission of The Poverello Center, Inc. within the communities served in South Florida.

PROCEDURE

A. Identification of approved corporate matching gift campaigns:

Many causes in our community are well served by non-profit organizations built to address community needs. Where these causes intersect with the Mission of TPC, the company, at the sole discretion of the CEO will determine on a campaign to campaign basis whether the interests are sufficiently aligned to provide matching gifts of employees' contributions toward the non-profit's campaign.

B. Approval process:

TPC's CEO will review any employee's request for matching funds if it is presented at least 60 days prior to the event or end of the campaign. The request will be analyzed for approval based upon:

1. Availability of TPC funds;
2. Alignment with the mission, vision and values of TPC; and
3. Benefits to the community or TPC from providing the matching funds.

C. TPC payment of matching gifts:

Once a campaign, fundraising event or gift is approved by the CEO for matching, TPC will determine the timing, amount and means of providing the matching gift.

Approvals:

Signature: _____

Date: _____


Thomas S. Pietrogallo, MSW/LCSW, MBA
Chief Executive Officer

BOD Approved Date: Pending

Date Established: 11/22/18

Date Reviewed/Revised: 06.02.2019



REQUEST FOR MATCHING OF EMPLOYEE GIFTS

Event or Campaign Title: _____

How do you see the event or campaign benefitting the community or the Poverello Center, Inc.'s mission?

Date of the Event or Campaign: _____

Signature of employee requesting funds _____

Date of Request: _____

For use by The Poverello Center

1. Are funds available to support the employee request? Yes No
2. Is there alignment of the event/campaign by the other non-profit's goals with the mission, vision and values of TPC? Yes No
3. List at least two benefits to the community or TPC from providing the matching funds:
 - a. _____
 - b. _____

☐ Approval

☐ Denial

Signature: _____

Date: _____