

Donor Responsibility for Matching Gifts

Check → Initiate → Inform

Involve your employer and double your impact: many companies will match your gift to the Crohn's and Colitis Foundation. It doubles the participation, doubles the benefit, and spreads the positive message that you can make a significant and lasting impact on the Foundation's mission-critical research, education, and support programs.

1. **Check** with your Human Resources department to find out if your company has a matching gift programs. The earlier you begin the process the quicker we receive the funds.
2. If your gift is eligible to be matched, obtain a matching gift form from your employer. **Initiate** the match by completing your employer's form online or send any paper forms requiring signature to matchinggifts@crohnscolitisfoundation.org.

Chapter locations do not have agency portals and therefore will not be listed on your employer's site. You must use the National Headquarters address to receive a match.

National Headquarters	Processing Center
Use our Tax ID is 13-6193105 to help narrow down your selection.	
Crohn's & Colitis Foundation 733 Third Avenue, Suite 510 New York, NY 10017	Crohn's & Colitis Foundation National Processing Center, Matching Gifts PO Box 1245 Albert Lea, MN 56007

3. **Inform** the fundraising staff that you plan on getting your donation matched!
4. The Matching Gift Team is responsible for confirming your original gift, via an online portal or paper form you may be requested to complete. Your employer will then disburse matching funds based on their disbursement schedule.
*Disbursement schedules vary by company**

If your friends, colleagues, and/or family members plan on matching a donation for you with their employer, they should begin this process as soon as they can. Specifically for our Team Challenge participants, employer payments of matching gifts may take an extended period of time to be processed.

For additional information, please contact us at matchinggifts@crohnscolitisfoundation.org.