

MATCHING



GIFTS



**Dominion**  
Foundation

## Dominion Foundation Matching Gift Program

The Dominion Foundation Matching Gift Program is an initiative of Dominion (NYSE: D), a Fortune 200 company and the nation's largest wholly integrated energy services company. For more information about Dominion and the Dominion Foundation, visit our web site at [www.dom.com](http://www.dom.com).

### Purpose:

The Dominion Foundation Matching Gift Program supports employees, retired employees and directors in their commitment to build better communities in which they live and work. It encourages participants to make contributions by matching their gifts to educational institutions and charities of their own choosing.

### Eligible Participants:

Full-time employees, part-time employees, retired employees, current members of the Board of Directors

### Program Highlights:

- Eligible gifts will be matched on a dollar-for-dollar basis.
- To recognize volunteerism, the donor may request a two-for-one matching gift once per calendar year for a gift from \$50 to \$2,500. The donor must serve on the Board of Directors of the recipient organization or have volunteered 50 hours of service to the organization within the past 12 months.
- Minimum gift is \$50. Combined matching gifts to eligible organizations are subject to a \$5,000 limit (including volunteer match) per donor per calendar year.
- Only the tax-deductible portion of the gift will be matched.

### Administration:

- Completed matching gifts request forms received from the non-profit organization will be processed quarterly, as follows:

Received by	March 1	June 1	Sept. 1	Dec. 1
Processed by	March 31	June 30	Sept. 30	Dec. 31

- Gifts must be personal contributions in the form of cash (personal check or credit card) or publicly traded securities. Securities are valued at the average price on date of transfer.
- Requests submitted more than six months after the donor's gift date are no longer eligible for matching.
- The Foundation reserves the right to suspend, amend or terminate this program at any time without notice. Interpretation is at the discretion of the Foundation, and its decisions are final. No participant or eligible institution will acquire any rights against the Foundation by reason of its failure to make a matching gift.
- Questions? Call toll free: 1-866-235-9136  
or e-mail: [Dominion@EasyMatch.com](mailto:Dominion@EasyMatch.com)

### Not Eligible for Matching Gifts:

- Athletics, athletic facilities, booster clubs
- Fraternities, sororities, honor societies, campus organizations
- Gifts to social, religious or political groups
- Daycare programs, preschools, nurseries
- Pledges, tithes, tuition
- Gifts made through third parties, trusts, community funds
- In-kind services, materials or supplies
- Gifts of real or personal property, other than cash or securities
- Professional associations, federated campaigns
- Pooled donations (contributions made by a group of individuals and claimed as one gift from a single eligible donor)
- United Way and its member agencies, unless designated for a specific disaster relief effort
- Gifts made through United Way or other federated campaigns
- Gifts to organizations whose mission or actions are deemed incompatible with the business interests of Dominion

### Eligible Organizations:

To qualify for a matching gift, institutions and organizations must be located in the United States or one of its possessions, and must also be 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 state or local government as provided by section 170(c)(1) of the Code. The following categories are included:

#### Educational Institutions

To be matched, gifts to schools must be intended for academic purposes and not directed to extra-curricular activities or non-academic building funds. Matching grants to eligible schools will be unrestricted, even though the donor may specify his/her portion for a particular purpose.

- Accredited degree-granting graduate and professional schools and four-year and two-year colleges, universities and technical institutes
- Tax-exempt foundations, associations or alumni funds whose exclusive purpose is support of academic programs of an eligible educational institution; tax-exempt educational funds whose sole purpose is raising money for its constituent member colleges that individually are eligible (e.g., United Negro College Fund, Independent College Funds of America)
- Public primary and secondary schools accredited or recognized by the appropriate governmental educational entity within the state
- Independent private primary and secondary schools, provided they are accredited and primarily tuition-supported

#### Health Care

- National and local health-related organizations, including those whose programs relate to specific diseases
- Hospitals, hospices, psychiatric/mental health organizations
- Ambulatory care facilities, long-term convalescent facilities

#### Cultural Organizations

- Performing arts companies in dance, drama, opera and music
- Arts and cultural centers, museums, public libraries, science centers
- Arts funds and councils
- Historical societies
- Public radio and television stations
- Zoos, aquariums and botanical gardens
- Land and historical preservation organizations
- Wildlife and natural resources conservation groups

#### Civic and Social Service Organizations

(United Way member agencies are not eligible because of the company's already substantial donations, unless designated for a specific disaster relief effort.)

- Food banks, shelters, halfway houses
- Youth programs, community recreation centers
- Drug/alcohol rehabilitation projects
- Programs for the elderly, handicapped, special needs
- Animal rescue and shelter programs
- Disaster relief

# Dominion Foundation Matching Gift Program



## Part 1 : Donor Section

To be completed by donor and sent to recipient organization with gift. Please print.

Donor name: \_\_\_\_\_

Check one:  Employee  Retired Employee  
 Current member of Dominion Board

Social Security No.: XXX-XX- \_\_\_\_ (last four digits only)

Work location: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Daytime phone: ( \_\_\_\_\_ ) \_\_\_\_\_

Home address: \_\_\_\_\_

City, State, ZIP Code: \_\_\_\_\_

Name of recipient organization: \_\_\_\_\_

Disaster relief: (Please specify) \_\_\_\_\_

Location of recipient organization (city, state): \_\_\_\_\_

Amount of gift (minimum \$50): \$ \_\_\_\_\_

Foundation match requested: \$ \_\_\_\_\_

Form of gift:  Cash/check/credit card  Securities  
(Name of security \_\_\_\_\_ Quantity \_\_\_\_\_)

Check here if requesting a 2-for-1 volunteer match (limit one per year) :

I certify that I have donated at least 50 hours of volunteer service to this organization in the past 12 months or that I currently serve on its Board of Directors. \_\_\_\_\_  
(please initial here)

*I certify that neither I nor my family will derive any direct or indirect financial benefit from this contribution. This donation is entirely my personal contribution, and it does not represent payment for tuition, services or other personal obligations.*

Donor signature: \_\_\_\_\_

Date: \_\_\_\_\_

## Part 2 : Recipient Section

To be completed by recipient organization and sent to address below. If this is your first matching gift request to the Dominion Foundation, enclose a copy of your IRS 501(c)3 tax status certificate. Please print.

Organization name: \_\_\_\_\_

Federal Tax I.D./Employer Identification Number (EIN): \_\_\_\_\_

Address: \_\_\_\_\_

City/State/ZIP: \_\_\_\_\_

E-mail: \_\_\_\_\_

Web site: \_\_\_\_\_

Telephone: ( \_\_\_\_\_ ) \_\_\_\_\_

Amount of gift: \$ \_\_\_\_\_

Tax-deductible amount: \$ \_\_\_\_\_

Date received: \_\_\_\_\_

This is to certify that the gift shown was received by this non-profit organization as a charitable contribution and that the donor derives no personal material benefit from this gift. Our organization is not a United Way member agency, and, to the best of our knowledge, the gift and this organization meet the Dominion Foundation Matching Gift Program criteria as described in this form.

\_\_\_\_\_ If the gift is to be matched on a two-for-one basis, I certify that the donor currently serves on our Board of Directors or has volunteered at least 50 hours on our behalf during the past 12 months. (Please initial in space provided.)

Authorized officer's name and title (please print): \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Mail completed form to:

Dominion Foundation Matching Gift Program  
P.O. Box 8327  
Princeton, NJ 08543-8327

Phone: 1-866-235-9136 (toll free)  
E-mail: dominion@easymatch.com #