



FAQ

The Delta Air Lines Foundation Matching Gifts To Education

What is the Delta Matching Gifts To Education?

The Delta Air Lines Foundation matches Delta active employees, retirees, and Board of Directors employee donations to accredited, eligible non-profit educational institutions, from pre-K through post-graduate on a 1-for-1 basis up to a \$5,000 cap per individual per calendar year. The Matching Gifts to Education program provides another valuable way for Delta people to get involved in the communities where we live, work, and serve and make a difference through education.

How does the program work?

To log in to the Matching Gifts site, visit DeltaNet > Community Engagement > Matching Gifts to Education and click the button that reads "Request A Match". You will be given a code to authenticate to enter the site. Note—you must be on Deltanet to enter the site. Once on the Matching Gifts site, search for your non-profit by name, address, or Tax ID and enter your donation or match request, review and submit. If you are requesting a match for a donation already made, the educational institution must confirm receipt of your donation before it is eligible for a match. The Delta Air Lines Foundation makes monthly disbursements to educational institutions and covers credit card fees for donations made within the site.

ELIGIBILITY GUIDELINES

Who is eligible to participate?

All active Delta Air Lines employees, retirees, and Board of Directors employees are eligible to participate in the Delta Matching Gifts To Education program.

Can my friends and family participate?

The Matching Gifts to Education Program is for Delta donors only (does not include spouses/partners or friends). Gifts must be current contributions made to the eligible

organization by Delta donors funds for match requests and must be made/donated, not merely pledged (promised).

DONATION GUIDELINES

Is there a minimum or maximum required donation amount?

The annual matching maximum is \$5,000 USD per calendar year for each eligible Delta participant. The minimum gift is \$25 USD.

Can I divide my gift among multiple eligible educational institutions?

Your annual matching gift may be divided among multiple eligible institutions provided each donation meets the \$25 minimum requirement and your overall annual giving does not exceed \$5K.

What forms of payments are accepted on the site?

The Matching Gifts to Education site accepts Visa, MasterCard, American Express, and Discover as forms of payment for your donations. You may also 'Request A Match' for donations made directly to your educational institution with cash, checks, credit cards and stock donations. The Delta Air Lines Foundation does not match pledges (commitment to give but donation not actually paid). The Delta Air Lines Foundation is responsible for all credit card transaction/processing fees so your donation-in-full is received by the educational institution.

Does the matched portion of the gift qualify as part of my personal gift to the eligible organization?

No, the Matching Gift portion made by The Delta Air Lines Foundation is subject to numerous restrictions and is intended, purely, to double your contribution to the educational institution of your choice.

REGISTRATION GUIDELINES

How do I make an online donation and match request?

To make your donation online, visit The Matching Gifts To Education website via DeltaNet > Community Engagement > Matching Gifts To Education, and make your donation and match request in the site. Search for the organization you would like to support (remember -this program is for eligible educational institutions ONLY) by name, address, or Tax ID/EIN and enter your donation, match request, review, and submit.

If I donate directly to an organization, how long do I have to request a match?

Gifts made prior to June 1, 2022 do not qualify for a match. Beginning January 1, 2023, requests for a match must be registered via the Matching Gifts site within 180 days from the date your donation was provided to the educational institution.

NONPROFIT ELIGIBILITY

What educational institutions are eligible to receive a match?

Eligible educational institutions must be recognized by and registered with the United States I.R.S. as a 501(c)(3) or 170(c)(1) charitable organization. Accredited Public or Private, non-profit educational organizations– including Pre-K through post graduate schools are eligible. Institutions must be U.S. based but may serve needs or offer programs worldwide. Note: All organizations must be approved by The Delta Air Lines Foundation and must confirm compliance with program criteria to participate.

Can I donate to educational institutions located outside the U.S.?

No. Eligible educational institutions must be U.S. based but may serve needs or offer programs worldwide.

How do I know if my educational institution is eligible for a match?

Log into the Matching Gifts site, and search for your organization by full name or address. You may also perform an 'Advanced Search' using the tax ID/EIN. Once you locate your school, you will click "Donate" button by the school's name. If 'Donate' is disabled, the educational institution is not eligible to receive a match at this time. You may then nominate your nonprofit for inclusion in the program.

How do I search for my educational institution on the Matching Gifts website?

From the Matching Gifts site, enter the full name of the organization, and/or address or perform an 'Advanced Search' using the Tax ID/EIN. Keep in mind you are searching the full IRS database so the most accurate way to search for a particular organization is their US Tax ID. If you do not know the Tax ID, contact the educational institution, or search the IRS website (<http://www.irs.gov/Charities-&-Non-Profits>).

What is a 501 © (3)?

A 501(c)(3) is a section of the Federal Tax Code which establishes the criteria for tax exempt charitable organizations. An organization must have a current 501(c)(3) status (be tax exempt) to receive matching funds. Note not all 501(c)(3) organizations qualify for this program – ONLY educational institutions.

NOMINATING AN EDUCATIONAL INSTITUTION

How can I request a school be added for a match?

An educational Institution can be nominated in the system for consideration. First search for the nonprofit on the Matching Gifts site. When you log in you will see a search box on your home page. Look for the nonprofit in the search results. If you see a 'select' link next to the school's name, click that to begin registering your donation for matching. If you see

'nominate' next to it, that means it meets basic IRS tax qualifications but has never participated in our program. Click the 'nominate' link to fill out some brief information. It's important to note that all 501 © (3) organizations that are eligible for the program will be identified and included in a feed received by the IRS. Once the nominated organization completes registration and meets all eligibility requirements, they will be qualified for participation in the program, and you will be notified by e-mail.

MATCHING PAYMENTS

When will my educational institution receive the matching payment?

The Delta Air Lines Foundation makes payment disbursements monthly. The educational institution must first confirm receipt of a donation before it can be matched. Please note that all gifts and educational institutions will be reviewed for compliance and eligibility prior to payment.

How can I view the status of my gifts?

To view the status of your matching gifts, visit The Delta Matching Gifts To Education site on Deltanet, and once logged into the site, click 'Giving History' to see your activity. You will also receive email notifications with updates on the status changes of your matching gift(s).

If I donate to my school directly, what is required to ensure The Delta Air Lines Foundation will match?

Visit The Matching Gifts to Education website to submit the required information and 'Request a Match'. The Delta Air Lines Foundation will contact the recipient institution to verify eligibility and confirm gift amount. After the verification process is complete, The Delta Air Lines Foundation will match your gift through disbursement to the educational institution, and you will receive an email with the status of your request.

How do I obtain a tax receipt for my donation?

Request your donation receipt directly from the educational institution you made your gift to. Reminder: Requests must be made via the Matching Gifts website within 180 days from the donation date (starting June 1, 2022).

SUPPORT

Who do I contact for Customer Support?

For technical assistance or questions regarding educational institution eligibility contact Matching Gifts to Education (CyberGrants) support at 877-519-1832 (8:00am-8:00pm EST, Monday - Friday) or email deltaairlinessupport@cybergrants.com. Active Delta employees or retirees unable to access Matching Gifts to Education website via Deltanet, please contact 1-800-MY DELTA (1-800-693-3582) - 8:00am-5:00pm Eastern (Monday - Friday). All other inquiries, e-mail MatchGift@delta.com.

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