



Kiewit Cares

Employee Charitable Match Program

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About

As part of our commitment to Stewardship and People, Kiewit Cares Matching Gifts program encourages employees to contribute to causes they care about most by doubling the impact of their charitable donations to eligible nonprofits with matching gifts up to \$1,000 USD per employee, per calendar year.

Overview

Minimum donation must be \$25 or more from an employee's personal funds. Each employee can request up to a total of \$1,000 in a calendar year.

Eligible participants include full-time and part-time staff employees and active interns who sit in Lenexa and/or whose home districts are based in Lenexa. At this time, the program will not match contributions from temporary employees, craft employees, employee dependents, contractors, or those individuals who are not based in a Lenexa home district or who do not sit in Lenexa.

Eligible donations must meet the criteria outlined below. Processing fees associated with your donation are not eligible. Kiewit reserves the right to deny matching requests for organizations or causes that are not aligned with Kiewit's values or business interests.

Eligible Organizations, Donations, and Causes

- Organizations must be 501(c)(3) public charities in good standing with the IRS or accredited schools, including religious-affiliated schools.
- Donations must be 100% tax deductible.
- No goods or services should be received in exchange for the donation.
- Donations must be made Jan. 1 through Dec. 15th of the current calendar year



Ineligible Organizations, Donations, and Causes

- Power of Hope Foundation
- Private foundations, family trusts and community foundations (except for programming).
- Donations to a donor advised fund/charitable checkbook are not eligible however, grants to 501(c)3 public charities from a donor advised fund/charitable checkbook are eligible
- Donations to houses of worship for religious activity, tithing, or evangelizing
- Donations to political organizations or campaigns
- Organizations that are specifically established for the purpose of advocating for or opposing abortions
- Organizations that are specifically established for the purpose of advocating for or opposing gun rights
- Donations to organized sports teams/clubs and beauty pageants (e.g., Little League teams, adult leagues, etc. even if they are an incorporated as a 501(c)3)
- Donations to specific scouting troops. Donations can be made to local chapters of the Boys Scouts & Girl Scouts, however not to a specific troop
- Processing fees associated with the donation
- Donations in exchange for anything of value, including:
 - Tickets to fundraising, cultural or sporting events
 - Donations to collegiate athletic programs resulting in the right to purchase athletic tickets or access priority seating
 - Payments for subscriptions, tuition, or fees
 - Charity meals, and golf outing participation
 - Charity auction (silent or live) purchases

How to Submit a Matching Request

After making an eligible donation, submit your match via the request form. Your match request must include:

- A receipt from the charitable organization containing the following information:
 - Name of the organization
 - Your (the donor) name
 - Organization Tax ID/EIN number
 - Organization mailing address
 - Date of donation
 - Amount of donation
- The organization's W9

All requests must be submitted electronically here, no exceptions.



Deadlines

The Kiewit Cares Matching Program has limited funds available for match; all matches will be evaluated on a first come, first serve bases. Employees are encouraged to submit their matching requests within 30 days of their donation. All requests must be submitted by December 31st of that year to be considered. Please check the Kiewit Cares sharepoint site for specific date deadlines per year.

Contact Information

Contact Katie Vincent with any questions or feedback:

- Katie.vincent@kiewit.com

FAQ

What is the maximum amount that will be matched?

The total maximum amount that will be matched per eligible employee is \$1,000 per calendar year.

Will donations made by my significant other qualify for a match?

If your name and the name of your significant other are both listed as the donors on the receipt, then yes this can be submitted.

What if my home district is not listed as an eligible “home district”?

Employees that list Lenexa as their homebase and/or are temporarily seated in Lenexa qualify – regardless of your home district.

What if my home district is listed as an eligible district but I technically sit or am assigned to a regional office or jobsite or am remote?

If your home district is listed as an eligible district you will qualify, regardless of your physical location assignment.

Can I collect money or raise money from others and request a matching donation?

No. Donations made using money collected from others are not eligible. Donations must be made using personal funds only.

Does my donation have to be monetary donation?

To qualify for the match, yes, it must be a monetary donation. In-kind donations, securities, real estate, stocks, or other non-monetary contributions are not eligible.

Can I request a match for donations made to or through my donor-advised fund/charitable checkbook?

Donations to a donor advised fund/charitable checkbook are not eligible. However, grants to 501(c)3 public charities from a donor advised fund/charitable checkbook are eligible.

How should I submit matching requests for recurring donations?



Matching requests for recurring donations may be submitted for donations made during the eligible time frame. The charitable organization can provide you with a receipt for the total you have donated (year to date). For example, if an employee donates \$25/month to a local charity, the charity can provide the donor with a receipt for the 10 months of donations (January-October). Therefore, the full \$250 donated will be matched.

Do pledged donations qualify?

The amount paid in the January 1-November 1 timeframe toward the balance of the pledge will qualify. For example, if an employee pledges \$1,000 toward a capital campaign for a local charity and that is to be paid in two annual payments of \$500 each the \$500 paid in the eligible time frame qualifies for a match; the remaining \$500, if left unpaid until the following year, does not qualify because it has not been paid.

Are donations to GoFundMe campaigns eligible?

GoFundMe is a popular platform to fundraise and donate money. Nonprofits as well as individual persons, forprofits, and other groups can use GoFundMe to fundraise. Only donations made to eligible 501(c)3 public charities or accredited schools will be matched; processing fees are not eligible. These matching requests should be made using the name of the beneficiary.

Are donations made via Venmo eligible?

Venmo is often used to collect donations for worthwhile causes and sometimes even charitable organizations. Only donations made to an eligible 501c3, or accredited schools will be matched; this must also be accompanied by a tax receipt.

- Example: An employee donates \$100 to a campaign for the family of a fellow co-worker experiencing a tragedy. That donation will not be matched because the beneficiary is neither a 501(c)3 public charity nor an accredited school.
- Example: An employee donates \$100 to an individual's Venmo who is collecting money for a toy or food drive. That donation will not be matched because the beneficiary is neither a 501(c)3 public charity nor an accredited school. For the donation to qualify, the donated funds should go directly to the organization.
- Example: An employee donates \$100 to a department fundraiser; money collected is going to a Venmo account belonging to an individual but is marked "charitable". That donation will not be matched because the funds are not going directly to a 501(c)3 public charity nor an accredited school. For the donation to qualify, the donated funds should go directly to the organization.
 - Departments or groups are encouraged to work with local organizations to set up specific fundraising pages that can collect these funds. When this occurs, the donation is eligible for a match.

Donor Resources

The following resources are provided to help identify nonprofits and obtain key information. Additional resources are available online.

[Charity Navigator](#)

U.S. National Scope - Searchable Nonprofit Database - Curated Nonprofit List – EIN Numbers –



Mission Statements - Charity Navigator Ratings - Financial Information

[IRS Tax Exempt Organization Search](#)

U.S. National Scope – EIN Numbers - IRS Tax Filings - Determination Letters

[Greater Kansas City Community Foundation](#)

Kansas City Local Scope - Curated Nonprofit Lists - Donor Advised Funds and Donation Platform for Fund Holders

Glossary

Beneficiary (donation) an organization receiving a donation.

Donation/Contribution (monetary) money given to a nonprofit.

Donor a person who donates something, especially money.

Donor Advised Fund/Charitable Checkbook a giving vehicle established at a public charity that allows donors to make a charitable contribution, receive an immediate tax deduction and then recommend grants from the fund over time.

Nonprofit an organization that furthers a social cause and provides a public benefit and has been granted tax-exempt status by the IRS.

Pledge a promise to donate a specified amount in one or multiple payments.