



Mitsubishi Power Aero - Matching Gift Application

628 Hebron Avenue, Suite 400, Glastonbury, CT 06033
Tel: 860-368-5900 Fax: 860-760-6527 Email: charity@aeropowermhi.com

PART A - DONOR

PSF 422 Rev. 3 04/01/21

PLEASE PRINT IN BLUE INK OR TYPE

- Fill in this section.
- Ensure form is complete and signed.
- Send form to the organization in a timely manner.
- Copy form to Mitsubishi Power Aero by clicking the blue button below.

The donor's signature authorizes the recipient organization to report this gift to Mitsubishi Power Aero to apply for a Matching Gift.

The countersignature by the authorized representative of the organization confirms receipt of the employee's gift.

Copy Mitsubishi Power Aero via email

Employee Name Mitsubishi Power Aero
 Energy Services

Home Address

City State Zip

Complete Name of Organization Receiving Gift

Directed Gift (if applicable) - Name of Department, Program, Project, etc.

Organization City State Zip

Organization Website

Date of Gift Gift Amount Amount to be Matched Evaluation of Eligible Recipient Attached

I hereby certify that the above donation is entirely my personal contribution, and that it is not in whole or in part the gift of another individual, the sum of the gifts of other individuals, or the gift of any group or organization. I also certify that this gift is solely for the use of the organization named and that neither I, nor any member of my family, nor any related third party, will receive any direct or tangible benefit from this gift. I also certify that I have read and complied with the program guidelines.

Signature	Request Date
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PART B - RECIPIENT ORGANIZATION

- Verify donor section.
- Complete this section.
- Return form to Mitsubishi Power Aero at address listed above.
- Applications must be received no later than April 15 for contributions made during the prior year.
- FIRST REQUEST?**
Please provide a copy of your 501(c)(3) Federal Tax Exempt Determination Letter from the IRS, W-9, and your Mission Statement.

Name and Title of Authorized Representative to Sign (please print) Representative's Address

Name of Organization [as shown on 501(c)(3)] if different than Part A TIN

Organization Street Address, City, State, Zip

Amount of Donor's Gift Tax Deductible Portion of Gift

Methods of payment: Check ACH Wire Transfer*

*This banking info must be provided on your organization's letterhead for ACH wire transfers:

Bank Name Bank City, State, Zip Bank Account Number
 Bank Street Address Bank Email for Pre Note Bank ABA Number (routing code)

I confirm the above gift was received and this organization is tax exempt under section 501(c)(3) of the U.S. Internal Revenue Code. I further confirm that no direct, tangible benefit will accrue to the donor, to any member of his/her family, nor to any related third party as a result of this gift, and that it and the matching gift will only be used to support the charitable objectives of the organization and specifically in the manner the gift is directed in Part A above. I further understand that Mitsubishi Power Aero LLC reserves the right to review organizational records and documents pertaining to this program and to request supporting donor documentation it considers necessary.

Signature of Authorized Rep	Date
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Mitsubishi Power Aero Matching Gift Guidelines

THE PROGRAM

Mitsubishi Power Aero LLC will match contributions made by eligible donors dollar-for-dollar up to \$10,000 (maximum) per donor per calendar year to eligible recipient organizations.

ELIGIBLE DONORS

Full-time employees of Mitsubishi Power Aero LLC and Energy Services LLC, as well as employees of MHI Shared Services Americas, Inc., who call the Glastonbury HQ office their regular work base location, are eligible to request matching gifts from the company.

ELIGIBLE RECIPIENTS

Eligible recipients are charitable organizations that are based in the U.S. or its territories and are:

- recognized and registered with the United States Internal Revenue Service as a 501(c)(3) institution
- fully accredited, public or private nonprofit, preK-12 schools or school districts in the United States to which contributions are tax deductible under the U.S. Internal Revenue Code
- fully accredited, public or private, nonprofit colleges and universities in the United States to which contributions are tax deductible under the U.S. Internal Revenue Code

Organizations that meet the specified criteria will be considered for participation. Determination of an organization's initial and continuing participation shall be made at the sole discretion of Mitsubishi Power Aero.

Mitsubishi Power Aero employees should vet potential gift recipients through the three major charity watchdogs: Charity Navigator, CharityWatch, and BBB Wise Giving Alliance. Donors are asked to donate to charities that have high ratings by at least two of the independent rating organizations. It is also recommended that donors personally evaluate charities by reviewing their annual reports, audited financial statements, and IRS Form 990s. This documentation will be considered by the Mitsubishi Power Aero Committee for Corporate Citizenship when reviewing matching gift applications.

INELIGIBLE RECIPIENTS

Ineligible recipient organizations include but are not limited to the following, and the list may be expanded or amended by Mitsubishi Power Aero at any time:

- United Ways
- Political organizations (partisan groups or those supporting specific candidates or legislation)
- Donor-advised funds, private foundations, or personal trusts
- Faith-based and religious organizations are ineligible **unless** the donated funds are directed to a specific program that is nondenominational in nature, does not espouse a specific faith (e.g., Christianity, Judaism, Buddhism, Islam, etc.), and benefits the broader community outside of the organization as a whole (e.g., food pantry, homeless shelter, education, etc.). A program designation is required for such a donation otherwise the donation is not eligible for a match.

CONTRIBUTIONS

A donor gift must be:

- a tax-deductible contribution between \$50 (minimum) and \$10,000 (maximum), and may be in the form of cash, check, or credit card payments. Contributions must be made and not just pledged. Installment payments must be submitted as separate donations.
- Donated/paid within the calendar year (January 1 through December 31) to the eligible recipient organization and transmitted thereto simultaneously or soon after with a Mitsubishi Power Aero Matching Gift Application before or by March 1 of the next calendar year
- a current contribution made directly by the donor to the eligible recipient from the donor's own assets

A donor gift may **not** be:

- a charitable contribution made as part of a United Way Giving Campaign and/or made via a spouse or partner's payroll deduction
- contributions supporting political purposes, influencing legislation, or electing candidates
- contributions for religious purposes or supporting religious activities and programs

CONTRIBUTIONS (continued)

- contributions, or portions thereof, that are not considered charitable or tax-deductible (e.g., event registration, or admission fees, auction items, etc.); any non-deductible portion must be declared by donor and/or the recipient organization during the match request and confirmation processes
- in-kind gifts; vehicles; life income trusts; real estate; bequests; dues; subscriptions, membership, registration or sponsorship fees; tuition or student fees; insurance premium payments; non-monetary contributions (e.g. services, materials, supplies, etc.); or gifts that are not made as direct contributions to eligible recipients
- a payment that is made because of, or leads to, material benefit to the donor or an individual or individuals designated by the donor
- a payment for which goods or services are provided to the donor or an individual or individuals designated by the donor
- a payment that is the result of pooling: the funds used to make the donation are not entirely the donor's personal assets

- donations made to organizations representing conflicts of interest for donors or Mitsubishi Power Aero

PAYMENTS

Mitsubishi Power Aero Matching Gift Applications are accepted and reviewed on a rolling basis. Upon approval of applications, payments are made by Mitsubishi Power Aero directly to recipient organizations via company check or ACH wire transfer. Payments are made only to the legal name of the entity [as shown on 501(c)(3) documentation]. Approved applications are typically processed for payment within 30 days of receipt.

DEADLINE

Matching Gift Applications should be transmitted by eligible organizations to Mitsubishi Power Aero promptly. Applications must be received by April 15 for donations received the preceding calendar year.

AFFIRMATION OF ELIGIBILITY

Employees and recipient organizations submitting applications to Mitsubishi Power Aero for matching gifts affirm that they meet the criteria outlined herein. Any party not meeting the criteria may not apply.