

Instructions for Matching Donations Through Textron

Textron will match donations on a 1:1 basis for donations to the Maize Solar Initiative through the Maize Education Foundation. Assuming that funds are available, they will match up to \$7500 per year. Below are the steps to submit the information for the matching gifts.

- 1) On MyEric, navigate to *Additional Benefits* through the *Pay & Benefits* tab
- 2) Scroll to find *Make a Matching Gift* halfway down the page, on the left.
- 3) Select *Request a Match* at the top of the page
- 4) Search for *Maize Education Foundation*
- 5) Select *Partners for Progress Maize Education Foundation*
- 6) Select *Give a Gift*
- 7) Fill in the required information. Be sure to mark the correct *Date of Gift* and transaction type
- 8) In the *What is the purpose of this gift* pull down, select *Other Purpose*
- 9) In the *Supply Another Purpose, if any* box, paste *Maize Solar Initiative See Beyond Campaign*
- 10) Complete the request with instructions given.