

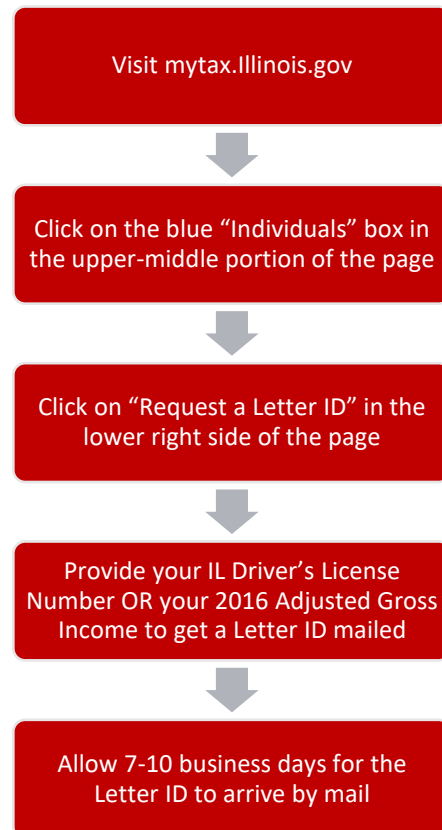
DONATION PROCESS

Donors must apply for a tax credit on the Illinois Department of Revenue (IDOR) MyTax Illinois website. IDOR will grant tax credits on a first come, first served basis. Individuals and corporations then have 60 days to donate that indicated amount to an SGO.

The full process required by IDOR is complex. Below is a simple four-step overview:

1. Create an account at mytax.illinois.gov.
 - a. All donors requesting a tax credit will need an account on mytax.illinois.gov.
 - b. If a donor does not have an account, he/she will need to request a Letter ID be mailed by IDOR to create one. The instructions to request a letter are at the right, and a step-by-step guide with screenshots is available at archchicago.org/tcs
 - c. Instructions for setting up an account once the Letter ID arrives are available at archchicago.org/tcs.
2. Apply for a tax credit at mytax.illinois.gov. Donors will need to provide the following information:
 - a. Donation amount, SGO of choice (the Archdiocese is working with Empower Illinois and Big Shoulders Fund), and the region of choice (most Archdiocese of Chicago Catholic Schools are in Region 1, Cook County. A full list is available at archchicago.org/tcs).
 - b. The application is found by logging into a MyTax Illinois account, clicking the blue "Individual" link, and selecting "Contribute to Invest in Kids" under the "I Want To" section.
3. Donate to the SGO within 60 days of receiving your application approval and the Contribution Authorization Certificate.
 - a. Designate the donation to "Archdiocese of Chicago Catholic Schools."
 - b. If a donor is planning to designate his/her donation to a specific school, they should also include "Archdiocese of Chicago Catholic Schools" as a second choice to ensure the funds are used.
 - c. Visit archchicago.org/tcs for step-by-step instructions on how to view and download your Contribution Authorization Certificate.
4. Obtain Certificate of Receipt (COR) from the Illinois Department of Revenue within 30 days of donation. Use this certificate to claim your credit when filing your 2018 tax return in 2019.

TAX LETTER ID PROCESS



The Archdiocese of Chicago recommends donors determine their donation amount by consulting with their financial team, advisors or others.



Tax Credit Scholarship Matching Gift Program

Triple your gift's impact!

PERSONAL BENEFIT, COMMON GOOD

In its first year the Illinois Tax Credit Scholarship Program, "Invest in Kids", awarded scholarships to more than 3,000 students from low-income families to attend a Catholic school of their choice in Cook and Lake Counties. This was made possible through the generosity of thousands of donors who took advantage of the 75 percent state income tax credit on their donation.

To help their donations have even more impact in 2019, several donors have agreed to pool their resources and offer a 2-for-1 matching gift program to the more than 160 schools run by the Archdiocese of Chicago, up to \$5 million total.

HOW IT WORKS

- For every dollar designated to a qualifying school through Empower Illinois between Dec. 1, 2018 and Feb. 28, 2019, the school will receive two dollars in matching funds. The donations are capped at \$100,000 per school.
- The program will end when all matching funds have been depleted or on Feb. 28, 2019, whichever comes first.
- After April 1, 2019, any matching gift program funds that are not awarded at a designated school will be reallocated to low-income students at schools with unmet demand.

EXAMPLE

A donor with about \$75,000 in income could make a donation of \$5,000 to Empower Illinois, in cash or stock, that would...

- Eliminate their Illinois state income tax liability (approximately \$3,750); and
- Provide \$15,000 in scholarship support (after the \$10,000 match)

For a total cost of \$1,250, this donor has now provided three students with \$5,000 in scholarships to use to attend a Catholic school of their choice (donation of \$5,000 minus the \$3,750 in state credit).