

Retiree Gift Match Program

- Retirees have \$3,000 in gift match benefits per year. Minimum donation \$25
- Retiree financial contributions to eligible nonprofits are matched 50%
- Retirees must “opt” into gift matching; it is not automatic
- Enroll in Boeing’s Gift Match Program

Step by step to enroll in the program

1. Email volunteer@exchange.boeing.com to request access to YourCause, Boeing’s giving portal
2. Type in this web address <https://boeing.yourcause.com> to log into YourCause
3. **Continue to Basic Login**
4. Enter your *BEMSID
5. **Create a password and follow steps to setup your account**

**If your BEMSID doesn’t allow you into the system or you do not have it, you will need to call WorkLife at 866-473-2016 to assist you.*

Requesting the gift match

Once your account is set up in YourCause, follow these steps to donate to your favorite charity, or to request the gift match for donations made directly with the charity (this is called “offline donation”).

1. **Click on Donate Now**
2. Search for your charity then follow the steps to donate either directly in YourCause (click “Make a New Donation”) or request the gift match for a donation made directly with the charity (click “Log an offline donation”)
3. Select a Designation (optional)

4. Upload receipt or proof of donation such as an email, confirmation letter or thank you letter that has the details about your donation
5. **Add to My Cart**
6. Click on “Checkout now” or “Explore More” to enter multiple donations Click “Apply match and
7. Checkout”
8. Eligible match amount will display (min. of \$25), select option to apply match
9. Choose what information you wish to share with the charity (i.e. name, email)
10. Confirm and Finish

Other helpful information:

- Charities receive gift match donations quarterly based on a pay schedule - allow up to two months for payment.
- Gift match requests must be made in YourCause no later than January 31 of the following year.
- Have questions? Submit all inquiries to boeingcares@boeing.com. A member of our customer support team will be happy to assist you.