

# UNIVERSITY OF HAWAII FOOD DRIVE

## *Frequently Asked Questions on Food and Monetary Donations*

Hawai'i Foodbank Staff Liaisons:

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***Is my donation tax deductible?***

Donations to Hawai'i Foodbank are tax deductible to the extent provided by law.

***Will I receive an acknowledgment or receipt for my donation?***

**CREDIT CARD** - Donations made by credit card on our website will receive an email confirming receipt of the donation. In addition to the email, Hawai'i Foodbank will send a tax acknowledgment letter.

**CHECK** - Donations made by check written to Hawai'i Foodbank will receive tax acknowledgment letter. Please make sure to notate your department in the memo field to ensure your department receives credit for your donation.

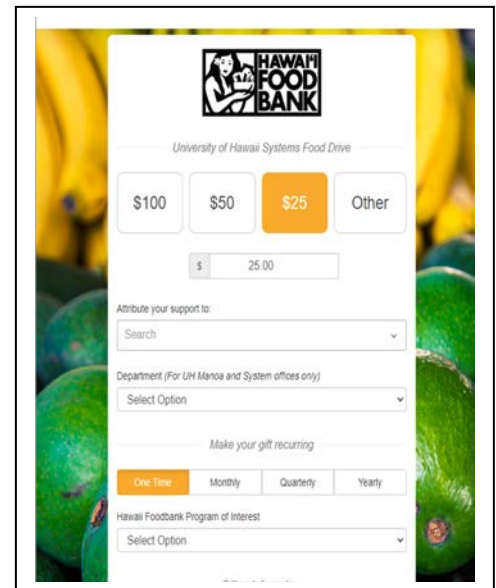
**CASH** - For cash donations, a Hawai'i Foodbank Donation Receipt may be issued by the coordinator upon request. To receive a tax acknowledgment letter from Hawai'i Foodbank, a request must be made by emailing [devassist@HawaiiFoodbank.org](mailto:devassist@HawaiiFoodbank.org)

***How do I make a donation online?***

- Go to: is <https://hawaiiFoodbank.org/uh/>
- Complete each information field.
- Select your Campus from the "Attribute your support to" dropdown menu.
- To ensure that your Department receives credit for your donation, please select your Department from the "Department" dropdown menu.

All of Hawai'i Foodbank's online donation forms are embedded from and sourced through GiveSmart, a nonprofit fundraising software platform.

GiveSmart is PCI and SOC 2 compliant, ensuring that your donor data is secure and private. To protect your credit card information, GiveSmart encrypts personal and credit card information during all transactions and sends an automated confirmation email for all transactions. For more information on the security and privacy of our donation forms, you may [read more here](#).



Hawai'i Foodbank does not share donor information. More information on our privacy policy can be found here: <https://Hawai'ifoodbank.org/privacy-policy/>

### ***Will my name be published?***

Hawai'i Foodbank acknowledges donors who contribute monetary donations in its publications, space allowing. If you do not want your gift to be published, please notate "anonymous" on your check or check the box "I would like this gift to remain anonymous" when making an online donation.

### ***Are Hawai'i Foodbank T-Shirts tax deductible?***

Hawai'i Foodbank T-shirt purchases are not tax deductible. According to IRS guidelines, you may not deduct contributions from items which you benefit. However, you may make a deduction for gift amounts which exceed the value of the merchandise or service you receive. For example, an employee purchases one t-shirt for \$25. The employee writes a check for \$50 as payment. To determine how much may be deducted for tax purposes, subtract the value of the benefit received (\$25) from the total payment (\$50). Only \$25 of that payment is considered a charitable donation and may be deducted for tax purposes.

### ***How do I submit my department monies?***

Department coordinators are responsible for collecting and securing cash and check donations from employees. Please use the Monetary Tracking Sheet (insert link) to record all donations received.

Monetary donations may be submitted to Hawai'i Foodbank throughout the campaign by delivering them to Hawai'i Foodbank warehouse in Mapunapuna at 2611 Kilihau St. Honolulu, HI 96819, Monday through Friday between 8:00 a.m. and 4:30 p.m.

At the end of your campaign, please collect monetary donations from your divisions by May 10. Please call your Hawai'i Foodbank coalition liaisons to arrange a pickup date and time. ***Please do not give monies to our drivers.*** They are responsible for food pickups only.

### ***What about neighbor island monies?***

All neighbor island donations will benefit their respective food banks. Everything raised on an island, stays on that island. Checks should be made to the neighbor island food bank designated by the donor. Secure donations may be placed via the food bank's website:

- Kauai - Hawai'i Foodbank Kauai: <https://Hawai'ifoodbank.org/kauai-donate/>
- Maui County - Maui Food Bank: <https://mauifoodbank.org/donate/>
- Hawai'i Island - The Food Basket: <https://www.Hawai'ifoodbasket.org/donate-1>

Or by selecting the campus name from the "Attribute your support to:" drop-down menu on the <https://hawaiifoodbank.org/uh>