

Process for Accepting Check Donations

UPDATED OCTOBER 2020

To make sure checks count for Give Local Lancaster 2020!

- Checks will be made out to your organization, not to Arras Foundation or Give Local Lancaster
- Checks will be mailed or delivered to your organization's office
- Checks should have “give local” on the check's subject line.
- Checks will be entered into the giving platform by staff or volunteer from your organization
- Checks will be verified. Each agency must provide a scan or photo of all checks that are entered into the giving platform by 5:00 on Wednesday, December 9. These scans or photos should be emailed to givelocal@arrasfoundation.org

To qualify for the “5th Year \$500” match and other prizes, checks must be:

- Dated November 15 through December 1
- Received and entered into the GLL platform by December 7
- Received before your organization's total donations reach \$500

Any checks not entered into the giving platform by 12:00am Dec 7 will not be counted as a donation for Give Local Lancaster but can certainly be considered a donation to your organization.

Please keep a copy of your check verification scans or photos, and deposit slips of all checks (they can be grouped) received during Give Local Lancaster, for your own records.