

# my gift of PTO

## Annual PTO Drawdown - Don't Lose It - Donate It

In March of each year, an associate whose PTO bank is greater than 240 hours will have their PTO bank drawn down to 240 hours. All PTO bank hours greater than 240 will be **forfeited** at that time. A great way to manage your PTO balance is to donate to help others.

### 1

#### PLEASE DIRECT MY GIFT TO:

- Employee Financial Assistance - 20040P124000
- Heart and Vascular Fund - 20040P171102
- Global Health Initiatives - support of Mercy in Tanzania - 20040P280201

### 2

#### MY PTO AMOUNT TO GIVE:

- \*PTO donation of \_\_\_\_\_ hours (**PTO donations will be processed in March 2020**)

Your PTO gift will NOT affect your net pay for the pay period. Keep in mind that due to IRS regulations, approximately 40 percent of your gift will be taken to cover taxes. The remainder will go to support the program(s) you selected.

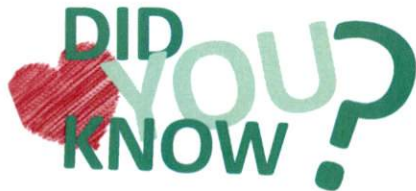
*\* Please refer to Q & A on reverse side*

### 3

**AUTHORIZATION:** WE MUST HAVE YOUR SIGNATURE TO PROCESS YOUR GIFT

Signature \_\_\_\_\_ Date \_\_\_\_\_

*Return form to Mercy Health Foundation via interoffice mail or drop box in main lobby. Your gift is tax deductible.*



Without your gift, your fellow associate may not be able to get help when a financial emergency or a life crisis happens.

To learn more or make a request, contact Lauri Wilson-Lacy at (970)-764-2800 or LauriWilsonLacy@Centura.org

## PROGRAMS TO IMPACT

### EMPLOYEE FINANCIAL ASSISTANCE

*Call to Action: Our fund is running low.*  
Emergency financial assistance loans and grants help fellow Mercy Regional Medical Center (MRMC) associates with financial emergencies. Your donations have helped your fellow employees with urgent needs for food, utilities, housing payments, auto repairs, funeral costs, etc.  
In 2019, the program helped 61 MRMC associates for a total of \$60,813.65.

### HEART AND VASCULAR FUND

These donations will allow patients to receive the latest and most advanced cardiac diagnostics and treatments available to patients in our community.

- Upgrade the Cardiac Catheterization Lab with new equipment.
- Provide life-saving services and programs for the ICCU and Emergency Department.
- Expand and advance interventional radiology and diagnostic capabilities.
- Redesign the cardiac patient areas for comfort and care.

### GLOBAL HEALTH INITIATIVES - support of Mercy in Tanzania

Your generous gift to Global Health Initiatives can be used to support scholarships for girls, small loans for women, capacity building, much needed medical supplies for the local hospital in Dareda and critical training of hospital staff. Your past gifts have provided a state-of-the-art ultrasound which was used to diagnose a patient's condition more accurately.

your coworkers

our patients

our world

**TAX Q & A**  
**FOR PTO CHARITABLE DONATION TO CENTURA HEALTH FOUNDATION**

**WHAT EFFECT WILL DONATING PTO HAVE ON MY TAXES?**

DONATING PTO TO A CENTURA HEALTH FOUNDATION ("FOUNDATION") GENERALLY RESULTS IN TAXABLE INCOME FOR THE DONATING ASSOCIATE. THE DONATING ASSOCIATE IS REQUIRED TO RECOGNIZE TAXABLE COMPENSATION INCOME EQUAL TO THE VALUE OF THE DONATED PTO UNDER THE IRS'S ASSIGNMENT OF INCOME DOCTRINE. UNDER THE ASSIGNMENT OF INCOME DOCTRINE, INDIVIDUALS REALIZE TAXABLE INCOME IF THEY HAVE THE RIGHT TO RECEIVE IT OR THE POWER TO DISPOSE OF IT EVEN IF THE PAYMENT IS MADE DIRECTLY TO A CHARITY.

**WILL I HAVE TO PAY INCOME TAXES ON MY GIFT?**

YES, THE VALUE OF YOUR PTO DONATION TO THE FOUNDATION WILL BE TAXED AS INCOME BY BOTH THE U.S. GOVERNMENT AND THE STATE OF COLORADO.

**WILL I HAVE TO PAY EMPLOYMENT TAXES ON MY PTO DONATION?**

YES, FICA (MEDICARE AND SOCIAL SECURITY) TAXES MUST ALSO BE WITHHELD FROM YOUR PTO DONATION BECAUSE IT IS TAXABLE FOR EMPLOYMENT TAXES AS WELL.

**HOW WILL THESE TAXES BE PAID?**

INCOME TAX WITHHOLDING AT SUPPLEMENTAL INCOME RATES AND FICA TAX WITHHOLDING WILL BE MADE OUT OF THE AMOUNT OF MONEY YOU DONATE. THE HOURS THAT YOU DONATE ARE CONVERTED TO CASH. EMPLOYMENT AND INCOME TAXES ARE WITHHELD. THE REMAINING AMOUNT IS CONTRIBUTED TO THE FOUNDATION.

**WILL MY PAY CHECK BE AFFECTED AS A RESULT OF MY DONATION OF PTO?**

YOUR PAY CHECK WILL NOT BE AFFECTED BY YOUR PTO DONATION OR THE TAXES THAT ARE WITHHELD. HOWEVER, THE **FULL** AMOUNT OF THE PTO HOURS YOU DONATE DOES NOT GO TO MERCY HEALTH FOUNDATION.

**CAN I DEDUCT THE AMOUNT OF MY PTO DONATION TO CENTURA HEALTH FOUNDATION?**

BECAUSE THE VALUE OF YOUR PTO DONATION IS MADE TO THE FOUNDATION, A CHARITABLE ORGANIZATION, DONOR ASSOCIATES ARE GENERALLY PERMITTED TO TAKE A CHARITABLE CONTRIBUTION DEDUCTION UNDER INTERNAL REVENUE CODE SECTION 170. CONSIDER CONSULTING A TAX PROFESSIONAL ABOUT YOUR PERSONAL TAX SITUATION.

**How will I know how much to deduct on my taxes?**

THE FOUNDATION WILL PROVIDE YOU WITH A STATEMENT OF THE VALUE OF YOUR DONATION TO SUBSTANTIATE THE DONATION FOR TAX PURPOSES. THE INCOME YOU RECOGNIZE BY MAKING THE GIFT WILL BE REPORTED TO YOU ON A FORM W-2, WAGE AND TAX STATEMENT.



**FY20 PTO DRAWDOWN**



**ALL FORMS MUST BE RETURNED BY  
February 20, 2020**

**Please return your completed form to  
Mercy Health Foundation via interoffice  
mail or drop box in main lobby.**