



Frequently Asked Questions Recognition Credits

Please note that we are no longer accepting the Recognition Credit Form. Individuals will have the option on the Annual Campaign Brochure to indicate if they would like for their chapter or state council to receive recognition credit.

The SHRM Foundation strives to provide recognition to our valued donors for their contribution. The following information explains recognition credits. The Foundation understands that donation totals are important to SHRM chapters and state councils, and we want to help you reach your fundraising goals and receive the recognition credit you deserve.

What are Recognition Credits?

If an individual has made a cash donation to the Foundation (\$25.00 or more), and would like either their Chapter or State Council to receive a Recognition Credit in the same dollar amount, they may indicate this on the annual campaign brochure.

If an individual contributes \$100.00 to the SHRM Foundation, that individual receives a letter acknowledging their tax deductible contribution. In addition to listing their own name, the individual may request that the donation be “credited” to their chapter or state council. The donation will only be allowable as a tax deduction for the individual making the donation. However, the designated SHRM chapter or state council can receive “credit” for the gift and the amount will be included in the SHRM chapter or state council year end SHRM Foundation fundraising total.

How Do I Request Recognition Credits?

In order for recognition credits to be processed the SHRM Foundation must have clear communication of the individual donor’s intentions. **It will not be automatically applied.** An individual donor may request recognition credit in one of two ways.

To request recognition credit, please complete **one** of the following:

1. Complete the SHRM Foundation Annual Campaign brochure and designate your chapter or state council and mail your donation to the SHRM Foundation at (P.O. Box 79116 Baltimore, MD 21279-0116)
2. If making a donation online, indicate your chapter or state council number – there is no need to complete the annual campaign brochure.

Where Can I Find the Recognition Credits Attributed to my SHRM Chapter or State Council?

Recognition credits are included as part of SHRM chapter or state council fundraising totals in the annual SHRM Foundation Honor Roll brochure. The brochure is published each spring. If you would like information regarding your recognition credits prior to the publication of the Honor Roll Brochure, please contact Miles Woolever at Miles.Woolever@shrm.org

Please note that recognition credits are not listed on the SHRM Foundation Fundraising reports available online. These reports reflect cash donations that are processed in the SHRM Foundation’s accounting system. Soft credits are manually processed and recorded.