



Instructions for Donating to LISC Online for the Community Investment Tax Credit Program (CITC)

To donate online, please use LISC’s donation portal. Please indicate your donation is for **CITC** if you intend to take advantage of the tax credit program and “**Donate 100%**”¹ when prompted.

- Go to www.lisc.org/boston or www.lisc.org
- Select “**Donate**” from the menu options along the top of the page.
- Choose your donation amount, donation frequency, and enter payment information.
 - If your donation is over \$1,000, you may be eligible to receive a 50% refundable state tax credit through the Massachusetts Community Investment Tax Credit (CITC) program. Please choose the “**One Time**” frequency to ensure your donation will be fully received and eligible for CITC by the end of the year.
- Please respond to the prompt, “If you have a special purpose for your donation, please let us know” in the following manner:
 - “I want my donation to be designated toward:” Choose: **Boston LISC**
 - “I want my donation to be dedicated (Optional):” Enter: **CITC**
- For the “Giving Option,” please select, “**Donate 100%**” to receive have the full donation amount applied to CITC.
- Finally, click the “**Donate Now**” button to complete.

Please let us know once you have submitted the donation on our website by contacting Tia Vice, tvice@lisc.org, 617.410.4343. Our team will confirm your donation qualifies for CITC and will provide the next steps and the instructions for receiving the tax credit.

Please let us know if you have any additional questions.

¹ *The online donation portal charges processing fees. In order to qualify for CITC, the tax-deductible portion of your donation to LISC must be \$1000 or more. Processing fees are not tax-deductible. Selecting the Giving Option, Donate 100%, ensures your full donation amount is applied to CITC.*