# Matching Gift Report

Each row represents a matched donation.

## Example Use Case(s)

* A user wants to view matched donation info for all matched donations.
* A user wants to view matched donation info for Bill Smith.
* A user wants to view all unverified matched donations.
* A user wants to view all matched donations for the "Year-Round" form

## Search

|  |  |
| --- | --- |
| **Type** | **Description** |
| ID | Transaction ID (Qgiv Donation), Transation ID (Qgiv Match), Matching ID (Remote service ID) |
| Name | Donor Name, Donor Company, or Matching Company Name |

## Filters

|  |  |
| --- | --- |
| **Filter** | **Description** |
| Forms | Form(s) |
| Form Tags | Forms attached to one or more form tags |
| Verification Status | All, Verified, Unverified |
| Status | Matching Status (All, Ineligible, Pending, Awaiting Donor Action, Fulfilled, Submitted, Error, Unknown Employer) |
| Service | Matching Service (All, Double the Donation, HEPdata, Qgiv) |

## Web Based Columns

|  |  |
| --- | --- |
| **Column** | **Description** |
| ID | Transaction ID (Qgiv Match) |
| Date | Transaction Date (Qgiv Match) |
| Company | Name of Matching Company |
| Amount | Transaction Amount (Qgiv Match) |
| Service | Matching Service (Double the Donation, HEPdata, Qgiv) |
| Donor | Donor Name (Qgiv Donation) |
| Donation | Transaction Amount (Qgiv Donation) |
| Status | Matching Status (Ineligible, Pending, Awaiting Donor Action, Fulfilled, Submitted, Error, Unknown Employer) (Links to remote service matching record if applicable) |
| (Verification Status - no label) | Blank for non-toggleable matching services (HEPdata, Double the Donation) Dropdown for verified / unverified for services that support it (e.g. Qgiv manual matching) |

## Standard Download Columns

|  |  |
| --- | --- |
| **Column** | **Description** |
| ID | Transaction ID (Qgiv Match) |
| Date | Transaction Date (Qgiv Match) |
| Matching Company ID | ID of Matching Company |
| Matching Company | Name of Matching Company |
| Amount | Transaction Amount (Qgiv Match) |
| Service | Matching Service (Double the Donation, HEPdata, Qgiv) |
| Salutation | Title |
| First Name | First Name |
| Last Name | Last Name |
| Suffix | Suffix |
| Email | Email |
| Email Data Mapping | Data mapping for email |
| Phone | Phone |
| Company | Company |
| Address | Address (Qgiv Match) |
| City | City (Qgiv Match) |
| State | State (Qgiv Match) |
| Zip | Zip (Qgiv Match) |
| Country | Country (Qgiv Match) |
| Donation ID | Transaction ID (Qgiv Donation) |
| Donation Amount | Transaction Amount (Qgiv Donation) |
| Donor Company | Company (Qgiv Donation) |
| Donor First Name | First Name (Qgiv Donation) |
| Donor Last Name | Lats Name (Qgiv Donation) |
| Form Name | Form Name |
| Form ID | Form ID |
| Form Data Mapping | Data mapping for form |
| Status | Matching Status (Ineligible, Pending, Awaiting Donor Action, Fulfilled, Submitted, Error, Unknown Employer) |
| Verification Status | Verified, Unverified |

## Additional Custom Download Columns

|  |  |
| --- | --- |
| **Column** | **Description** |
| Custom Column | Adds static text to every row |