



PLGIT P-Card

The PLGIT-Sponsored Procurement Card Program

BENEFITS

PLGIT's sponsored Procurement Card program offers a number of significant benefits, including:

- Ability of Investors to restrict spending by each individual cardholder
- Online account access
- Prevention against misuse or fraud
- Elimination of paperwork
- Quicker payment of vendors
- Model policy and procedure manual to ease start-up
- Rebates based on volume according to the rebate schedule on the following page



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Overview

PLGIT P-Card, PLGIT's sponsored Procurement Card program, provides a convenient method for municipalities and schools to streamline their purchasing. The PLGIT P-Card is a MasterCard that works like a credit card, but must be paid off each month. Employees can use these cards to make purchases, thereby eliminating time-consuming steps in the traditional requisition process. PLGIT Investors have the power to set and change the limits on how much an employee can spend with a PLGIT P-Card or where they can make purchases.

At a Glance

Distribution	<i>Cards are issued in the names of each individual cardholder, as selected by the municipality or school.</i>
Spending Limits	<i>Investors may set limits by amount, number of transactions, and vendor for every card, every transaction, every month and annually.</i>
Usage	<i>Cards can be used for expenses such as: supplies, food services, leases, telephone bills, and more.</i>
Rebates	<i>Receive cash rebates based solely on your spending. The rebate percentage increases with greater use.</i>
Oversight	<i>Cardholder accounts are accessible to approved personnel online 24 hours a day.</i>
Insurance	<i>PLGIT P-Card offers MasterCard misuse insurance of \$100,000 per cardholder per incident (minimum 5 cards) or \$25,000 per cardholder per incident (less than 5 cards), and unlimited fraud insurance.</i>
Fees	<i>The program is free. There is no per-card fee and no account maintenance fee.</i>
Convenience	<i>Funds to pay for monthly charges can be directly debited once a month from an Investor's PLGIT account, enabling the Investor to earn interest on funds between the time of purchase and the monthly PLGIT P-Card payment date!</i>

Existing Solely for Your Success



How It Works

Issuing the Cards: Once a public entity signs up for the procurement card program, Harris Bank, the issuer of the cards, establishes a monthly credit limit based on the Entity’s monthly anticipation of spending and issues individual MasterCards in the name of designated cardholders. The municipality or school district decides which employees will receive the cards and how they will be able to use them. For example, workers who buy office supplies on a regular basis can have their shopping limited to a specific amount in a specific store. Approved personnel can adjust the limits as needed.

Using the Cards: Procurement cards look and operate like credit cards, but they do not carry a line of credit. Local government or school employees use them to make routine purchases, replace petty cash, pay purchase orders and service orders, as well as expense and travel claims and large-ticket items such as leases and utilities. The higher the spending on the card(s), the higher the rebate earned.

Participating municipalities and schools can repay their balances from their existing PLGIT account and have up to seven days after the 27th of each month (when the month closes) to do so. An Investor may also opt to pay off balances using its account at a local bank or other financial institution. Vendors, meanwhile, are paid within 48 hours of purchase.

Monitoring the Cards: Approved personnel have access to their accounts online and can use the Internet to adjust spending limits and other restraints placed on the cards. In addition, Investors are provided with instructions on implementing a procurement-card program. The package includes a policy and procedures manual that governs use of the cards and model forms to set up a PLGIT P-Card program.

2019-2020 P-Card Rebate Schedule

Annual Net Purchasing Volume* (Sept 1, 2019 – Aug 31, 2020)	Settlement Period “Net” 7 Days Rebate %	Settlement Period “Net” 7 Days Rebate Dollars
\$50,000 - \$99,999	0.25%	\$125 - \$250
\$100,000 - \$499,999	0.48%	\$480 - \$2,400
\$500,000 - \$999,999	0.68%	\$3,400 - \$6,800
\$1,000,000 - \$2,499,999	1.00%	\$10,000 - \$25,000
\$2,500,000 - \$4,999,999	1.10%	\$27,500 - \$55,000
\$5,000,000 - \$7,499,999	1.20%	\$60,000 - \$90,000
\$7,500,000 - \$9,999,999	1.30%	\$97,500 - \$130,000
\$10,000,000 - \$14,999,999	1.32%	\$132,000 - \$198,000
\$15,000,000 - \$19,999,999	1.34%	\$201,000 - \$268,000
\$20,000,000 - \$24,999,999	1.36%	\$272,000 - \$340,000
\$25,000,000 - \$49,999,999	1.42%	\$355,000 - \$710,000

*Annual Net Purchasing Volume is defined as the total of purchases less purchase credits, cash advances and fraud charges. Large Ticket spend will earn a rebate of 0.70% once Annual Net Purchasing Volume exceeds \$999,999. Additional Rebate Tiers are available once your entity surpasses \$50,000,000 in program year spend volume



The Pennsylvania Powercard Program (the “Program”) offers a Procurement Card (a “P-Card”), issued by Harris Bank, N.A., and marketed by PFM Financial Services LLC. PLGIT is a Program sponsor and the Program is marketed to PLGIT Investors. PLGIT receives no compensation for its sponsorship and the Trust is indemnified against any liabilities or costs relating to the Program.

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