

Purpose

Ashland encourages all employees to participate actively in their communities. The Dollars for Doers Program reinforces this by providing financial support to organizations where employees invest their time, talents and resources.

Program Guidelines

1. An employee may obtain one grant of \$250 per fiscal year for a qualifying organization, with a limit of one grant per employee per year.
2. Dollars for Doers Program grants will be paid directly to the qualifying organization.
3. To qualify for a grant, an employee must volunteer at least 20 uncompensated hours with a qualified organization during the fiscal year in which the request is made, and the organization must verify the hours.
4. The Dollars for Doers fiscal year is Oct. 1 through Sept. 30. The total number of grants in any fiscal year will be limited by budget availability. When each year's funds are exhausted, no additional grant applications will be accepted.

Eligibility

1. Volunteers must be active, regular full-time employees.
2. Organizations that fall within one of the following categories will qualify for consideration of a grant through the Dollars for Doers Program:
 - Schools – properly accredited education institutions, including public or private elementary, middle or high schools, recognized as tax-exempt under the Internal Revenue Code.
 - Community service organizations – not-for-profit organizations that provide services to the community at large (subject to Ashland's guidelines, below) and are classified as tax-exempt under section 501(c)(3) of the Internal Revenue Code.
 - Volunteer service to religious organizations must be designated to a community outreach program and the outreach program must be separate from the religious organization (separate budget, staff and 501(c)(3) status).

Ineligibility

The program does not provide contributions to:

- Political or lobbying, public affairs, fraternal or social organizations;
- Organizations that might in any way pose a conflict with the goals, programs, products or employees of Ashland Inc. and/or its operations.

Administration

1. Upon completion of the Dollars for Doers grant application by the Ashland employee and organization executive director or school official, the grant program administrators will process the request. Approved requests will be matched quarterly in January, April, July and October.
2. Ashland may suspend, change, revoke or terminate this program at any time. The interpretation, application and administration of the program are determined by Ashland Inc., and its decision is final.
3. The Dollars for Doers Program administrator maintains grant forms. All inquiries should be directed to the Ashland Inc. Dollars for Doers Program at (877) 877-2132 (phone); (609) 799-8019 (fax); or by e-mail at ashlandgifts@easymatch.com.

Ashland Dollars For Doers Grant Application

Please print in ink or type.

Employee

1. Please read all conditions on reverse side before completing application.
2. Complete section 1 below and sign where indicated.
3. Forward this form to the organization for verification.

Organization

1. Section 2 is to be completed and signed by an authorized director or official of the organization.
2. Forward form to:
 Ashland Inc. Dollars for Doers Program
 P.O. Box 2157
 Princeton, NJ 08543-2157

Section 1

Employee	Name – Last	First	Middle	Employee number
	Street Address	City	State	ZIP Code
	Division	Department	Location	
	Home Phone	Office Phone	E-mail Address	
Volunteer Information	Hours of volunteer service contributed to this organization in the current fiscal year (Oct. 1 - Sept. 30)			Hours
	Description of your volunteer activities with this organization			
Organization To Receive Grant	Name of Organization			
	City	State		

By signing and presenting this application, I certify that the above information is correct and request that the Dollars for Doers administrator review this grant application. I understand that submitting this application does not guarantee funds will be granted.

Employee's Signature

Date

Section 2

Organization	Name of Organization			
	Street Address	City	State	ZIP Code
	Phone	Fax	E-mail Address	
	Name and Title (please print)			

Please check one of the following:

The above organization holds 501(c)(3) status in its own name. If you are a first-time applicant, you must submit a copy of your 501(c)(3) letter.

The above organization is a public or private school that is properly accredited by the state education authority. If you are a first-time applicant, you must submit a statement of exemption status on your organization's letterhead.

I verify that _____ has volunteered for _____ hours during the period listed above.
 (Ashland employee name) (approximate)

Signature

Date

Forms not certified with signatures will be returned.