

# CATERPILLAR FOUNDATION

## Educational, Cultural, Environmental and Public Policy Matching Gifts Program

### Guidelines

#### The Program

The Caterpillar Foundation will match on a currency unit for currency unit basis (one-to-one ratio) contributions made by employees, retirees and directors to eligible colleges and universities, arts and cultural institutions, and public policy and environmental organizations whose philosophy and goals align with Caterpillar corporate strategies. The goal is to supplement Caterpillar's continuing program of financial aid. Multiple gifts to one organization during the year may be submitted on one form at year-end.

#### Eligible Gifts

- The **minimum** gift is local currency unit equivalency to **\$50 U.S.** dollars per individual/per institution. The **maximum** to be matched per individual/per institution/per calendar year is local currency unit equivalency to **\$2,000 U.S.** dollars.
- Gifts may be made in cash, check, or marketable securities. For matching purposes, the value of securities will be considered the average of the opening and closing price on the exact day the gift was made.
- Gifts must be personal contributions actually made, not merely pledged.
- Gifts may be restricted to specific purposes. However, all matching gifts from the Foundation are unrestricted and are intended to help meet the needs of the organization.
- The Foundation may place a local currency unit equivalency to \$5000 U.S. dollars cap per year on institutions where Caterpillar does not have direct ties.

The Caterpillar Foundation must receive matching Gift forms by **January 31** of the year following that in which the matching gift was made.

#### Ineligible Gifts

- Civic or Health and Human Service Organizations
- Pledges, tithes, or other church related financial commitments
- Bequests
- Insurance premiums
- National or local alumni groups
- Subscription fees for publications
- Social fund-raising events
- Clubs, fraternities or sororities
- Gifts paid by spouses
- Rental of uniforms and instruments
- Payments for tuition, books, loans, class/lesson fees or other student fees
- Gifts-in-kind (e.g., personal property, value of personal services)
- Gifts solicited by or given through a third party or gifts to a college or university as a way of supporting a third party organization (e.g., athletic, religious or social organization)
- Athletic scholarships, activities and maintenance fees
- Membership fees

#### Data Privacy Statement

Information provided to Caterpillar is processed consistent with Caterpillar Data Privacy Policy. This information will be used to process the gift and may be used to contact you in the future regarding Caterpillar Foundation Educational, Cultural, Environmental and Public Policy Matching Gift Program updates, annual reports and surveys. Notwithstanding the above disclosure, we will provide personal information when required or permitted by law or for purposes relevant to Corporate Policies. By providing this information you agree to the above uses of your information.

#### Administration

The Caterpillar Foundation administers the Caterpillar Foundation Matching Gifts Program. The Foundation may at any time exercise the right to change or discontinue the Matching Gifts Program. The Caterpillar Foundation, whose decision shall be final, shall determine the interpretation, application and administration of these matching gifts provisions.

