

Coalition America, Inc.

Employee Charitable Donation Program

1. All fulltime employees are eligible to apply for this program.
2. The organization to which donations are to be made must be a non-profit organization that has been classified by the IRS as a 501(c)3 organization.
3. When an employee commits to participating in an event for reasons of fundraising for a qualifying organization, CAI will make a donation up to \$100.
4. If an employee is making a monetary donation to a qualifying organization, CAI will match the employee's donation up to \$100.
5. The employee will submit an application along with substantiating information to Libby Ricks for consideration. The application will be reviewed and approved based on information received, funds availability and the CAI philanthropy committee.

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Application for Employee Charitable Donation Program

Your Name _____

Name of organization for which you are applying for a charitable donation:

Amount I have personally donated to the above noted organization:

\$ _____

Please attach all substantiating information regarding the organization, the charitable event and your participation in the event including any receipts or cancelled checks of your personal donations.

Employee's signature

Committee approval signature

Date

Please return this completed form and all supportive documentation to Libby Ricks.