

# Medtronic Foundation Matching Grant Guidelines

Medtronic

## PROGRAM OVERVIEW

To encourage and support the generosity and community involvement of employees, the Medtronic Foundation offers the Matching Grant Program which provides matching funds to the charitable organizations employees around the world personally support. By matching employee donations, employee and company resources are leveraged for maximum community benefit. Together, we can double or even triple your impact in the community.

A personal monetary donation made to an accredited and approved charity/NGO/501(c)3 organization is matched by the Medtronic Foundation. A minimum donation of US\$25 for credit/debit card and offline contributions (including stock gifts) is required to be eligible for a match. The minimum donation for a payroll donation is US\$10 one-time or US\$1 for a recurring donation. The maximum matched contribution is US\$5,000.

### **1:1 Match for Your Preferred Eligible Charity**

For every USD\$1 you donate to your preferred eligible charity, the Medtronic Foundation donates USD\$1.

## ELIGIBILITY

Any Medtronic employee or retiree worldwide can participate. Employees must be active in HR Systems on both the original date of donation and at the time of the Medtronic Foundation match request. Contractors, interns, and employees on leave of absence are not eligible.

Eligible organizations must be nonprofit or non-governmental organizations. In the United States, the organization must be a 501(c)3 registered on Guidestar ([www.guidestar.org](http://www.guidestar.org)). Outside the United States, it must be registered on ammado or CanadaHelps, our international processing partners, to accept donations on the Mission in Motion website. Eligible organizations include, but are not limited to: civic, arts, cultural, health, human services and environmental organizations, colleges, universities, and

private and public schools, and non-sectarian efforts of religious organizations.

Types of donations that are not eligible for matching include, but are not limited to:

- Donations made by or through Community Trusts or similar organizations, including Charitable Remainder Trusts, or Family Foundations.
- Supporting organizations defined as 509a3 (specifically Type III or undefined).
- Donations that provide a direct benefit to the donor or donor's family.
  - Note: Donations made to offset the cost of a personal volunteer or mission trip are not eligible for a match.
- Any portion of a donation that is not tax deductible to the donor.
- Donations made in lieu of tuition payment for services.
- Fees for service or tuition payments.
- Membership fees for which benefits are received.
- Donations for political or fraternal organizations and purposes.
- Undesignated donations or payments to sectarian institutions: churches, mosques, synagogues or temples. Tithes or other religion-related financial commitments are not eligible.
- Extremist, terrorist or hate groups.
- Subscription fees for publications.
- Insurance premiums.
- Bequests or life income trust arrangements.
- Donations of real or personal property.
- Cumulative gifts from several individuals reported as one contribution.

## COMPLIANCE

Employees must comply at all times with the Medtronic Code of Conduct and Ethics and other Medtronic policies, standards, and guidelines. Employees who violate any laws, policies or these standards are subject to disciplinary measure, up to and including termination.

The following financial payments are not eligible for a match: contributions that result in you or a family member receiving a benefit (auction items, dinners, raffles, tickets, sponsorships, booster clubs, memberships, etc.), tuitions, tithes, dues,

subscription fees, grouped or pooled donations among a team of people, GoFundMe or Crowdrise type fundraisers, deferred gifts, bequests, insurance premiums that name an organization as the beneficiary, loan repayments, payments in lieu of tuition, travel, personal property or other gifts in kind.

In addition, in order for an organization to be eligible and as a condition of a Matching Grant from Medtronic Foundation, Grantee certifies that it is currently in full compliance with all human rights statutes and ordinances designed to prohibit discrimination on the basis of race, color, creed, religion, ethnic or national origin, gender, marital status, disability, status with regard to public assistance, sexual orientation, gender identity and/or expression, and age. Grantee and personnel shall comply with all applicable labor laws, rules and regulations, including but not limited to, all laws forbidding the solicitation, facilitation, or any other use of slavery or human trafficking.

## TIMING AND PROCESS

Credit/debit card donations are processed on a monthly basis. Payroll donations are processed on a quarterly basis, operating on a calendar year. Payroll funds are sent from our vendor, YourCause, approximately 6 weeks from the end of each calendar quarter. View this [processing schedule](#) for an estimated timeline for credit card and offline match processing.

Matches for credit/debit card and offline matches are processed together on a monthly basis. It is most cost-effective to approve and pay these gifts at one time. The match is sent within 6 weeks of the end of the month in which the match was approved. The match is sent from YourCause (note: this is processed separately from your initial contribution).

Payroll donations and respective matching dollars are processed on a quarterly basis and are sent on the same check within 6 weeks of the calendar quarter end.

## MINIMUMS AND LIMITS

Medtronic Foundation matches your donations up to a maximum of US\$5,000 per employee per calendar year. Financial donations are matched on a 1:1 basis.

The annual donor limit is tied to the calendar year in which the donation was made. For example, if you make a donation of US\$50 on December 31, 2017 to an eligible organization, and you submit

your matching grant request in January 2018, **if** approved, the matching grant is "charged" to your 2017 limit. A donation made in January applies to your 2018 limit.

The minimum for any credit/debit card or offline donation to be eligible for the match is US\$25. One-time payroll donations of US\$10 are eligible for a match.

**Have further questions? Go to [missioninmotion.medtronic.com](http://missioninmotion.medtronic.com) or click [here](#) for the Matching Grant Program FAQs.**