

Employee Gift Matching Program

Community involvement is an important value at Safety Insurance. Safety is establishing a new Employee Gift Matching program which is designed to support the shared commitment to nonprofit and charitable service organizations. This program is designed to match the efforts of all Safety employees.

Who is eligible?

All full time employees who have completed twelve months of continuous service are eligible to apply.

What are the matching limits?

Starting October 1st 2010, Safety will now match qualifying gifts of both individuals and groups of employees from \$250.00 up to \$5,000.00 (annual maximum per employee).

What is the application process?

Step 1: Complete and submit a Matching Funds Request form with the total amount of the contributions to Human Resources. If the amount raised was from a group, then this should consist of a listing of Safety employees who contributed to the organization/event and the respective amounts for each.

Step 2: Safety Insurance has selected Fidelity Management Trust Company (FMTC) to administer our new matching gift program. Human Resources will submit all requests to FMTC, who will verify the 501 C 3 or other applicable revenue code exemption of the charity and determine if your gift is eligible for corporate matching funds.

Step 3: All matching funding will be made directly to the charitable organization via Fidelity Management Trust Company on a *quarterly* basis.

See the Employee Handbook on SVC for more details or contact Human Resources directly.

