

**BLUE CROSS AND BLUE SHIELD OF VERMONT  
CORPORATE CHARITABLE CONTRIBUTIONS GUIDELINES**

Effective January 1, 2006

Blue Cross and Blue Shield of Vermont (BCBSVT) supports local nonprofit community organizations by providing financial contributions, in-kind services, and volunteer support. This support is consistent with the Plan's role as a socially responsible Vermont business and good corporate citizen.

The Charitable Contributions Guidelines ensure that donations, sponsorships, and in-kind services are coordinated and provide a central point of contact for requests. All corporate expenditures for grants, recognition dinners, tee signs, golf tournaments, and similar promotions, events, and activities will be determined according to the following guidelines:

**To make a request**

- All requests for charitable contributions, sponsorships, in-kind services, or business courtesies will be coordinated by the department of government, public and community relations.
- Requests must be made in writing and submitted to the department of government, public and community relations for a decision regarding the Plan's participation. The department will coordinate and administer all aspects of approved requests. Submit your request to:

Kathy Parry  
External Affairs Coordinator  
Blue Cross and Blue Shield of Vermont  
P.O. Box 186  
Montpelier, VT 05601  
(802) 371-3205  
email: [parryk@bcbsvt.com](mailto:parryk@bcbsvt.com)

**The following guidelines will be used in reviewing requests for charitable contributions:**

- Only Vermont-based, 501© (3) nonprofit organizations will be considered.
- All corporate charitable contributions, sponsorships, and in-kind services will promote BCBSVT business goals, create positive visibility, and demonstrate social responsibility.
- The prime focus of contributions will be on health-related causes.
- Requests to support social, community, civic, educational, and economic endeavors will be considered if they are within budget resources, support

corporate business goals, meet contribution guidelines, and/or if staff is involved in the governance of the organization.

- BCBSVT may use photographs and descriptions of its grant and sponsorship recipients in news releases and promotional materials. BCBSVT may include a link to the recipient's website from the BCBSVT website.

**The following exclusions apply:**

- No religious organizations will be considered, although a community program sponsored by a religious organization may be considered.
- Youth and school sports programs will not be considered.
- Contributions to individuals, political candidates, political campaigns, or entities which are not 501©(3) organizations will not be considered.
- Contributions will only be made to the qualifying nonprofit agency.

Exceptions to exclusions may only be made by the Vice President of External Affairs.