

## Dollars for Doers Program Guidelines

### PURPOSE

The Callaway Golf Foundation Dollars for Doers Program is designed to recognize employee volunteering after work or on weekends and to target funding and support to non-profit organizations that are important to employees. The program recognizes the gift of time; it does not require that the volunteer contribute financially to be eligible.

### TO TRACK YOUR HOURS:

1. Go to the [Volunteer Program page](#) and submit your hours.
2. Once you hit 25 hours with the same organization, complete a Dollars for Doers application.

### ELIGIBLE DONORS

- All full time U.S. employees with 6 months of service

### ELIGIBILITY REQUIREMENTS

To qualify for a \$250 grant to an eligible non-profit organization under this program:

- Employees must be active, full time, U.S. employees of Callaway Golf. (Note: For new employees, hours of service will not be counted until six months after date of hire.)
- Employees must volunteer with an eligible non-profit organization and contribute 25 hours or more of volunteer service during a calendar year. (Note: Board service and committee meetings count towards volunteer hour total.)
- Employees must adhere to all other program terms and conditions and complete all required paperwork by no later than January 31 of the year immediately following the calendar year in which the volunteer hours were contributed.

### ELIGIBLE ORGANIZATIONS/INSTITUTION

*Must be recognized by the IRS as tax-exempt and designated as a public charity under sections 501(c)(3) or 509(a)(1,2 or 3) of the Internal Revenue Code, located in the United States and fall into one of the following categories:*

- Youth
- Education
- Family
- Environment
- Health
- Homeless
- Animal Welfare
- Arts/Culture
- Board Service
- Committee Meetings.

*Generally speaking, eligible organizations must be nonsectarian, nonpolitical and open to full nondiscriminatory public participation.*

### NON-ELIGIBLE ORGANIZATIONS *The Dollars for Doers Program will not match hours made to:*

- Organizations that discriminate on the basis of race, color, religion, sex, pregnancy, national origin, ancestry, citizenship, age, physical or mental disability, veteran status, marital status, sexual orientation; political organizations or individual campaigns; churches; individuals; fraternal or social organizations; fundraiser walks/runs.

**PLEASE NOTE THE FOLLOWING:**

- Employees must complete the Dollars for Doers online form and the organization must confirm the hours online on or before February 28th of the following year to be eligible for payment of the previous year's volunteer time.
- Applications may be submitted at any time during the year.
- Employees may submit one application per year.
- Limit of one \$250 grant will be awarded per qualifying employee per year, per organization.

**GRANT TO ORGANIZATION: \$250**

**ADMINISTRATION**

Callaway Golf Foundation reserves the right to interpret the eligibility of each request according to the above to ensure consistency and fairness. It also reserves the right to cancel the program at any time.

**PAYOUT SCHEDULE**

All donations must be confirmed by the recipient non-profit organization to be eligible for payout. Checks are sent out quarterly.

<b>Donation Confirmation Date</b>	<b>Payment Processing Date</b>
03/31	04/30
06/30	07/31
09/30	10/31
11/15	12/15