

Employee Giving Program Guidelines

The Employee Giving Program provides up to \$100 per employee to support eligible 501(c)(3) organizations that you're fundraising for, donating to, or volunteering with

**UP TO \$100
DONATED TO
YOUR FAVORITE
CHARITY**

Who's Eligible?

- All active RWE employees

Giving Eligibility:

- Your donations, volunteer hours, or fundraisers must occur during 2024 and after your hire date.
- You can request RWE make a donation to more than one 501(c)3 organization if the total of all contributions does not exceed \$100 for the calendar year.
- Donations & fundraisers must include a charitable contribution with no services, benefits or items of value accruing to you or anyone designated by you in return for the contribution. [Example: You go to a spaghetti dinner: part of your ticket is for dinner (not a donation, not eligible) and part is a tax deductible charitable donation (eligible)]
- Donations must be paid, not merely pledged.

Organization Eligibility:

- Eligible organizations must be a 501(c)3 tax-exempt organization. Many eligible organizations are in these categories (others may be eligible as well):
 - Educational Institutions
 - Community Service Agencies
 - Cultural Organizations
 - Environmental Causes
 - Health and Welfare Agencies
- Organizations in the following categories are not eligible:
 - Political Organizations, Causes, or Candidates
 - Religious Organizations
 - Foreign Organizations
 - Private Foundations, Alumni Associations, Donor Advised Fund
 - Organizations that practice discrimination

Submission Guidelines:

- A receipt, confirmation, or letter is needed to verify the donation or volunteer hours completed.
- URL for the Fundraiser you are doing
- Forms must be received by December 15th so we can process donations by EOY.
- Submit form on website: <https://roberson-waite.com/community-outreach/>
- Questions on whether something is eligible? Reach out to Diane Koski: diane@roberson-waite.com

Disclaimer:

RWE reserves the right to suspend, modify, or terminate the Giving Program any time; it has no obligation to match donations made after that time. Donations will be paid until the budgeted amount has been reached for the calendar year.

RWE reserves the right to support or refuse to support any organization/submission.