

Choose to Give!

Starbucks Matching Gifts Program Guidelines

Choose to Give!, a program of The Starbucks Foundation, matches eligible Starbucks partner donations, up to \$1,000 per fiscal year, to eligible nonprofit organizations.

Who can participate?

All active partners of Starbucks Coffee Company in the U.S. and Canada. Please note that an applicant must be an active partner at the time they made a donation through the time a requested matching gift is paid.

Which organizations qualify to receive matching funds?

Grants can be made only to 501(c)(3) public charities in the United States and Registered Charities in Canada.

What contributions are eligible?

- Must be a personal gift, from the donor's personal funds, which has been paid and not simply pledged. The minimum gift eligible for matching is \$20. For gifts of installments, each installment must be submitted separately and meet the \$20 minimum gift requirement.
- The maximum amount matched per donor per Starbucks Foundation fiscal year is \$1,000. If the donor makes several contributions, gifts will be matched in the order of gift date, up to the maximum limit for the fiscal year.
- Gifts must be personal contributions made directly to approved organizations.
- The donor's limit is based on the date of the gift.
- Gifts must be in the form of cash, check, credit card, or marketable securities with a quoted market value. Gifts of securities are valued based on the average of the high and low on the date of the gift. No other form of personal or real property will be matched.

What is not eligible for matching?

- Gifts from spouses or surviving spouses
- Gifts made in lieu of tuition payment for services
- Fees for service or tuition payments
- Membership fees for which benefits are received
- Dues to alumni(ae) or similar groups
- Gifts or payments for primarily political purposes
- Subscription fees for publications
- Insurance premiums
- Bequests or life income trust arrangements
- Gifts of real or personal property
- Cumulative gifts from several individuals reported as one contribution

How the Program Works

After making the donation, log onto www.cybergrants.com/starbucks/partnergiving to record your gift and request the corresponding match. Upon completing the partner portion of the form, you'll

be prompted to send a donation receipt to the benefiting organization. From there it's the organization's responsibility to complete the process.

Eligible gifts are processed and matched to institutions on the following quarterly schedule:

<u>Complete form and</u>	November 1	<u>For payment by:</u>	December 15
<u>organizational verification</u>	February 1		March 15
<u>received by:</u>	May 1		June 15
	August 1		September 15

Is there a time limit for matching my gift?

Gifts must be registered within one year of the date of payment by check, credit card, or traded securities. Gifts registered after that time will not be eligible. All gifts must be verified by the recipient organizations in order to be matched by The Starbucks Foundation.

Administrative Conditions

Starbucks Coffee Company and The Starbucks Foundation reserve the right to suspend, change, revoke or terminate Choose to Give at any time. Additionally, The Starbucks Foundation shall be the sole judge as to the eligibility of projects and potential grantee organizations including whether their missions support Starbucks Guiding Principles. In all of the foregoing matters, the decisions of Starbucks Coffee Company/The Starbucks Foundation shall be final.

For more information and additional forms, please contact the Starbucks Partner Giving Programs via phone at 866-763-1815 or email at starbucks@cybergrants.com.



Questions? Please call 866-763-1815 or email starbucks@cybergrants.com.

www.cybergrants.com/starbucks/partnergiving