



3Mgives

# 3M Volunteer Match

Give 25 hours in a calendar year and your eligible volunteer organization gets \$500!

To thank you for sharing your time and expertise with your community, 3M will match your volunteer hours.



Beginning with 2018 hours, 3M Volunteer Match provides \$500 grants to schools and eligible nonprofit organizations where 3M employees and retirees serve a minimum of 25 hours in a calendar year.

## 1 Register your time

After completing 25 hours or more of volunteer service, log into:  
<http://www.3Mgives.com>

- Scroll down to “Employees and Retirees” and click on “Register for a Matching Gift”
- Log in:

LOGIN – EMPLOYEE SINGLE-SIGN ON
LOGIN – OUTSIDE 3M NETWORK

- Click on “Volunteer Match” and follow the online instructions to register your time

## 2 Send confirmation to organization

- You will have the option to email or mail your volunteer hours to your contact at the organization

## 3 Organization confirms your hours

- The organization needs to go online and confirm your hours by February 28 of the year following your volunteerism



[See back side for guidelines]

# 3M Volunteer Match Guidelines

## Who Can Participate?

- Regular full-time and regular part-time U.S. employees of 3M and its domestic subsidiaries who are on the payroll at the time of the volunteer service.
- U.S. retirees of 3M and its domestic subsidiaries.

## What Organizations Are Eligible?

- U.S. public or private schools
- U.S. non-profit organizations certified for tax-exempt status under the Internal Revenue Service code 501(c)(3)

## Organizations/Activities Not Eligible

- Athletic, social or recreational associations or activities
- Employee organizations (e.g., 3M Club, Employee Resource Networks, Women's Leadership Forum)
- Fraternal, trade, labor
- Individual scouting troops (councils eligible)
- International
- Municipalities (service in an elected position)
- Organizations conflicting with corporate policy
- Political; advocacy
- Private foundations
- 3Mgives Campaign coordination
- Organizations that support pro-life or pro-choice issues
- Churches or for religious purposes (If an affiliated institution has a separate 501(c)(3) status, such as a school or food shelf, a grant may be possible)

## Volunteer Hours Confirmation

- 3M Volunteer Match operates on a calendar year.
- Hours must be registered by the volunteer and confirmed by the organization by February 28 of the year following service.
- After that date, the application is marked ineligible and will not be matched.
- Volunteers may check the website to see if their time has been confirmed, and should follow-up with the organization.

## Administrative Conditions

- Volunteers are eligible for one match per calendar year.
- Accrued 25 or more hours are for a single organization.
- More than one employee/alumni may apply for the same organization.
- The 3M Foundation will match verified hours at two times during the year (April and November). The match will be sent directly to the non-profit.
- Grant must go into the organization's general fund, and not benefit an individual, i.e., tuition or student participation account, memberships, personal pledge obligations.
- Grants go to schools (public or private) where mentors, 3M Visiting Wizards, Junior Achievement, Mathcounts, or other education volunteers serve. School grants must be used for non-religious, academic purposes.
- You may not receive goods, services or benefits in return for your volunteer services or the 3M match.
- 3Mgives may modify, suspend or terminate the program at any time. 3Mgives interprets program guidelines and administers the program under policies established by the 3M Foundation Board..
- 3Mgives reserves the right to not match to organizations that present risk to 3M's reputation or consistently underperform in financial and accountability/transparency expectations of the nonprofit community.

## 3M's Non-Discrimination Policy

3M's EEO and AA standard prohibits all forms of discrimination or harassment against applicants, employees, vendors, contractors, or customers on the basis of race, color, creed, religion, sex, national origin, age, disability, veteran status, pregnancy, genetic information, sexual orientation, marital status, citizenship status, status with regards to public assistance, gender identity/expression, membership or activity in a local human rights commission, or any other reason prohibited by law. 3M's EEO and AA standard and programs include the necessary reporting and monitoring required to ensure equal opportunities for qualified minorities, women, protected veterans, and individuals with disabilities, and also provide reasonable accommodation to individuals with disabilities, including disabled veterans.

