



chevron humankind FAQs – general

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Questions

Chevron Humankind

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Answers

Chevron Humankind

1. How does Chevron Humankind work?

Chevron Humankind matches financial contributions made by U.S. paid employees and eligible retirees to nonprofits and provides grants for volunteer time. The Chevron Humankind website simplifies making and matching financial contributions, tracking volunteer time and signing up to volunteer.

For employees, Chevron Humankind offers:

- **Matching funds:** Matching funds of up to \$10,000 per employee per year.
- **Payroll deduction and credit card donations:** Gifts can be given to nonprofits on the Chevron Humankind site via a payroll deduction or credit card payment, or given directly to the nonprofit offline (e.g. check, cash, stock, etc.).
- **Volunteer grants:** For every 20 hours of volunteer time served at a single nonprofit, an employee may apply for a \$500 grant. A volunteer may obtain up to two grants per year for the same nonprofit or two different nonprofits.

*Note: Volunteer matching grants count toward the \$10,000 annual cap for employees.

For retirees, Chevron Humankind offers:

- **Matching funds:** Matching funds of up to \$3,000 per retiree per year.
- **Credit card donations:** Gifts can be given to nonprofits on the Chevron Humankind site via a credit card payment, or given directly to the nonprofit offline (e.g. check, cash, stock, etc.). Automatic pension deductions are not available.
- **Volunteer grants:** For every 20 hours of volunteer time served at a single nonprofit, a retiree may apply for a \$500 grant. A volunteer may obtain up to two grants per year for the same nonprofit or two different nonprofits.

*Note: Volunteer matching grants count toward the \$3,000 annual cap for retirees.

2. Who can participate in Chevron Humankind?

- **All Chevron U.S.-paid employees and Chevron employees** who are based in the United States.
- **Inpatriates** who make a contribution in U.S. dollars can request a corporate match for a cash, check, credit card or stock contribution sent directly to a U.S.-based nonprofit (Direct Giving). Inpatriates can request matching grants for U.S.-based nonprofits.
- **Expatriates** who are paid in U.S. dollars can request a corporate match for a cash, check, credit card or stock contribution sent directly to a U.S.-based nonprofit (Direct Giving) or for a contribution made to a U.S.-based nonprofit through payroll (Payroll Giving). Expatriates can request matching grants for U.S.-based nonprofits.
- **Former employees** who retired having met eligibility requirements for retiree medical coverage from Chevron Corporation, a Chevron Corporation acquired company, and/or a Chevron affiliated company.
- **Current and retired members of the board of directors of Chevron Corporation.**

Spouses and surviving spouses of retirees and retirees of non-wholly owned subsidiaries of Chevron are not eligible to participate.

3. What advice can you give me about the tax implications associated with charitable giving?

Chevron does not provide personal tax advice and suggests that you consult a tax professional for information on charitable contributions. We also suggest that you have in your files a copy of your W-2, receipts (from nonprofits) associated with your contributions, and printouts of any related Chevron Humankind match request or pledge confirmation pages.

4. What kinds of organizations does Chevron Humankind support?

Chevron Humankind supports nonprofit organizations and members of nonprofit groups that are recognized by the U.S. Internal Revenue Service both as tax-exempt under Section 501(c)(3) of the Internal Revenue Code (IRC) and as public charities. Chevron Humankind requires organizations to be listed in the I.R.S. Publication 78 (of charitable organizations in good standing) and registered in [GuideStar](#).

These organizations include nonprofits that are:

- **Parts of churches and private schools:** Chevron Humankind will provide matching funds and grants to programs operated by faith-based organizations if those programs: (a) are open to all individuals in the community regardless of religious belief; (b) serve a secular purpose, such as a food pantry or a homeless shelter; and (c) do not require participants to join in religious worship as a condition of receiving the services that the nonprofit offers. Match requests to religious or faith-based organizations must include a designation.
- **Members of an exempt group:** many national nonprofits have a tax exemption status that applies to member organizations.
- **Civic organizations** (such as a volunteer fire department) recognized by the IRS as tax-exempt under Section 501(c)(4) of the IRC.
- **Governmental entities** such as public libraries, publicly owned and operated museums, municipal zoos, public schools, state colleges and universities, and community colleges.

Note: Chevron Corporation does not endorse the nonprofits that are in the Chevron Humankind database. Employees and retirees are encouraged to research the activities, practices and viability of nonprofits before contributing volunteer or financial support.

Among the exceptions are organizations that violate Chevron's nondiscrimination policy or that represent a conflict of interest with Chevron's business interests.

Before you submit a request, we recommend following these easy steps to confirm your charity is in good standing with the I.R.S. If the organization does not have an EIN you will need to select a new charity that has a valid EIN.

1. Call or email the organization and obtain their 9-digit Federal Tax ID EIN number. Oftentimes a charity will file their taxes under a different name than is known in the public or may be associated to a parent organization, which would make it hard to locate them by name.
2. Go to [GuideStar](#) and enter the EIN in the **Search Name or Key Word** field. Searching using the EIN will guarantee that you will find, donate to and/or match to the correct entity.
3. If your charity name appears, you have a valid EIN. You can use this EIN in Chevron Humankind to request payroll deductions, matching funds or volunteer grants.

4. If the EIN is not valid you will receive a **Zero Results Found** message. The organization may not be in good standing with the IRS and have lost their charitable status. Whatever the issue is, the **YourCause customer service** team can help you figure it out and may be able to help the charity get their ineligibility resolved. Please note that it can take the I.R.S. several months or longer to reinstate an organization's charitable status.

If an organization does not meet these requirements, it is not possible to authorize payroll deductions, matching funds or volunteer grants. Please see the Chevron Humankind Guidelines for more information.

5. How does the Chevron nondiscrimination policy affect contributions?

To receive a match, nonprofits must abide by Chevron Humankind guidelines and are required to acknowledge that they do not discriminate against any person or group based on race, religion, color, national origin, age, sex, gender identity, disability, status as a disabled veteran, political preference, sexual orientation, membership or non-membership in any lawful organization, or other basis prohibited by local laws or regulations.

6. What is our policy on matching grants and volunteer grants for organizations that have a conflict with Chevron?

Nonprofits that might represent a conflict of interest with Chevron's business interests will be reviewed and some may not be funded.