



## **Corporate Giving Guidelines 2024**

Shaw is passionately committed to creating a better future. From civic involvement and philanthropic giving, to volunteerism and future workforce development, Shaw and its associates are addressing needs in the communities where we live and work. Throughout our history, our company has contributed to opportunities, large and small, in order to make a positive impact.

It is the mission of Shaw's Corporate Social Responsibility (CSR) office to award financial grants to charitable organizations, educational institutions, and other entities that align with our corporate vision, values and CSR priorities. A grant from Shaw is for charitable purposes only, and for which nothing of business, commercial or financial value is received by Shaw in return.

Additionally, through our Associate Dependent Scholarship program, Shaw provides scholarships to high school seniors that meet specific criteria. And, our corporate giving partnerships are strategic opportunities to support causes that are creating a better future on a national or global scale, while benefiting the Shaw brand.

The following process is outlined so that Shaw associates and requesting organizations are aware of our priorities and procedures.

### **CSR Priorities**

Shaw's "CSR Priorities" are aligned with causes, interests and initiatives that are core to the culture of our company. Our central giving platforms are focused in these areas:

1. United Way and its partner agencies;
2. K-12 STEM education with a strong emphasis on engineering and manufacturing;
3. Workforce development in areas that align with Shaw's future workforce needs;
4. Community enrichment to support, improve and grow the communities where our associates live and work;
5. Corporate giving partnerships that Shaw is supporting in multifaceted ways:
  - a. St. Jude Children's Research Hospital
  - b. Homes For Our Troops
  - c. PetSmart Charities
6. Promoting volunteerism throughout the Shaw enterprise.

## Community Grants Program

Through our Community Grants Program, Shaw is channeling dollars and flooring products to organizations that are supporting our desire to create a better future. Non-profit, community organizations and youth extracurriculars are eligible to apply for financial and flooring product grants. Applications will be evaluated on criteria including STEM education, workforce development, and United Way affiliation, along with their proximity to communities where Shaw associates live and work.

### Organizations must meet the following criteria:

- An organization holding a current tax-exempt status under Section 501(c)(3) or (19) of the Internal Revenue Code, listed in the IRS Master File that conduct activities in the United States.
- A recognized government entity: state, county, or city agency, including law enforcement or fire departments.
- A K-12 public or private school, charter school, community/junior college, state/private college or university.
- Shaw reserves the right to determine whether any organization is ineligible.

### Application Process:

- The online **grant application** must be completed the applicant or a Shaw associate.
- The 2024 grant cycle has rolling application deadlines of 2/1/24, 4/1/24, 6/15/24, 8/15/24 and 11/1/24. Applications may be submitted at any time during the funding cycle.
- An internal grant committee will review each application and make award decisions.

### Guidelines:

- Applications must be completed in full and submitted online to be considered. Submitting an application does not guarantee funding.
- Organizations will be notified of any decision via e-mail. All funding decisions are final.
- If an organization is approved for a financial grant, grant checks will be mailed directly to the recipient organization's address listed in the grant application. Please allow four weeks for delivery.
- If an organization is approved for a product grant, Shaw will reach out to coordinate the order and delivery.
- Organizations should consolidate their requests and make one submission per calendar year.
- Unless communicated otherwise, Shaw Community Grants are one-time only and not reoccurring for multiple years. Applicants must reapply annually.

### Required Information

- Applicants must complete the mandatory [grant application](#) found online.
- Applicants are required to provide the following information:
  - Plan for grant funding
  - Desired outcomes
  - Measurement of impact
  - List of Shaw associates involved with their organization

### Grant Decision Process

The following process will apply to all Community Grant applications:

- An internal Grant Committee (up to 10 associates, representing various functions and geographies) will convene in the month following published application deadlines
- Each committee member will independently score applications based on the following criteria:
  - Alignment with focus areas important to Shaw (“CSR Priorities”), including: partner status with United Way, STEM education with an emphasis on engineering and manufacturing, and future workforce development;
  - Active involvement of current Shaw associates at the board leadership level and at the volunteer level;
  - Geographic proximity to communities where Shaw operates and our associates live;
  - Engagement value to current associates and public relations value to the company externally.
- Grants for general operating support are discouraged.
- Personal presentations will be permitted at the discretion of the Director of Corporate Philanthropy

### Reporting

Shaw desires to understand how its financial support is creating a better future with the organizations it supports. At this time, a post-grant report is recommended for grants over \$5,000 but not required. This can be submitted up to one year after receiving a grant. A post-grant report can include the following:

- Executive Director’s commentary: a brief, candid statement by the organization’s Executive Director describing the strategic impact of the grant. Inclusion of insights, lessons learned, and outcomes is helpful.
- Post-Grant Summary:
  - Results of the grant compared to the original goals outlined in the application
  - Spending overview
  - Details on how the grant helped to create a better future and any supportive qualitative data.

### Restricted Giving

Shaw will not support charitable giving to the following:

- Shaw does not contribute to outside scholarship programs; Shaw funds its own Associate Dependent Scholarship Program, as well as the Elbert Shaw Scholarship through United Way
- Political organizations

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- Facilities or funding requests for religious organizations; however, certain programs that align with Shaw's CSR Priorities are grant eligible
- Any organization or program that discriminates (in written policy or practice) against any person or group on the basis of gender, gender identity, age, race, national origin, ethnicity, disability, sexual orientation, religious beliefs, or political affiliations.

## **Leadership Requests**

The CSR office supports a number of programs that stem from the interests of our Executive Leadership Team. Executives should be currently sitting on the organization's board or an active volunteer in order to request financial support. Financial donations will be made at the discretion of the CSR office. Leadership requests will be evaluated to ensure the organization is aligned with Shaw's CSR priorities.

## **Contact**

The CSR office may be reached at [Contributions@shawinc.com](mailto:Contributions@shawinc.com)