

## **General Policy Statement**

At Calumet, we care about the communities where we live and work. Our top priority is the health and safety of our team and our neighbors. We strive to be a responsible part of the community that contributes to the greater good through charitable giving, volunteerism and employment opportunities.

In order to make our contributions meaningful, we have three key strategic giving focuses. They are education and youth development through science, technology, engineering, arts and mathematics (STEAM); first responder support and support for our immediate neighbors via critical community causes. We support these causes through volunteerism, financial and in-kind donations, sponsorship and advocacy.

## **Giving Guidelines**

In order to apply for support, organizations and initiative must meet the following criteria:

- Be located within or directly serve one or more of Calumet's operating locations
- Be a 501(c)3 IRS tax-exempt organization
- Align with our strategic giving focuses

Causes outside of the scope of Calumet's support include:

- Individuals
- Religious beliefs or institutions
- Political campaigns, PACs, or lobbying organizations
- Fraternities or sororities
- Youth little league teams
- For-profit organizations
- Organizations that are not tax-exempt

## **Application Process**

Those interested in requesting support, should allow a minimum of six weeks for the request to be considered. For donations or sponsorships over \$1,000, please submit a request no later than October 30 of the year prior to the event or need so it can be considered in our annual budgeting process.

To apply, submit an email request to calumetcares@clmt.com with the following information:

- Name of organization, initiative and/or event
- Mission or goal of the organization or event
- Amount and/or nature of the request
- Opportunities for employee engagement
- Who will be impacted, and how many
- Contact information
- Deadline for our response

## Questions

For questions about Calumet's Giving Guidelines please contact <a href="mailto:calumetcares@clmt.com">calumetcares@clmt.com</a>.

