**[SAMPLE CORPORATE GIVING POLICY TEMPLATE]**

**Program Overview**

**[Company name]** wants to empower its employees to fund the solutions they believe are best for the problem they believe are most pressing. **[Company name]** is committed to diversity and inclusion as a pillar of its culture. **[Company name]** can’t possibly speak or act on every social issue, but can acknowledge that each is critical. This program is designed to enable **[Company name]** to unlock and empower the individual passions of its people.

**Volunteering**

**[Company name]** will provide employees with [number] hours of paid time annually, to participate as volunteers in organizations that contribute to the betterment of the community, environment and future.

**[Company name]** offers company-sponsored volunteer events and also encourages employees to volunteer at schools or nonprofits in their own philanthropic interest areas. Employees are encouraged to volunteer during the workday and provide support to many of its sponsored volunteer activities.

**[Company name]** also features a "Dollars for Doers" program when employees volunteer during their personal time. **[Company name]** will match each volunteer hour with a **$[amount]** donation to a qualifying nonprofit. The flexibility of this program allows employees to focus on areas of volunteerism that are most important to them as individuals.

**Matching**

To assist employees' charitable giving and maximize the impact of their charitable dollars, **[Company name]** has instituted a matching program. This program enables **[Company name]** employees to make charitable contributions through payroll deduction or other payment source. [Company name] matches these contributions up to **$[amount]** per employee per year. All employee donations to 501(c)(3) charities and public educational institutions are eligible for matching.

**Gifting**

Further, **[Company name]** will from time to time issue ad hoc grants of varying amounts to employees in recognition of their service, commitment and/or other achievements.