

Kohl's Volunteer Program

Hourly Volunteer Guidelines

Effective January 25, 2021

At Kohl's, giving back is at the heart of our company; because your community is our community! That's why we're here to help by volunteering our personal time, energy and talent, to enhance and preserve the well-being of the areas we live and work.

Associate Responsibilities

- Volunteer time must be done off of company time while not being compensated by Kohl's or by a non-Kohl's organization.
- Associates can volunteer individually or with others to support an eligible 501 (c) (3) nonprofit for a minimum of one hour and a maximum of eight hours at a time to qualify for volunteer rewards.
- Associates must track volunteer hours in the [Kohl's Volunteer Portal](#) or within the Benevity App within two weeks of the volunteer event end date to ensure the nonprofit receives the reward. Events will be archived after 90 days from the volunteer service date and time can no longer be tracked.
- Associates are responsible for following health and safety [guidelines](#), state and local government requirements, and any additional requirements from nonprofit partners when volunteering.
- If the above are met, volunteer hours will qualify for a volunteer reward unless:
 - Associate has met their volunteer hour allocation for the fiscal year, associates should refer to Hourly Volunteer Checklist for details; and/or
 - Kohl's designated volunteer program budget is met for the fiscal year which may vary from year to year

Nonprofit Organizations

Eligible Nonprofits

- Nonprofit public charity that has a current tax-exempt status under section 501 (c) (3) of the Internal Revenue Code and is registered in the [Benevity Causes](#) portal.
- Nonprofits must contact volunteers prior to events regarding nonprofit-specific safety protocols.

Ineligible Nonprofits

- Organizations that engage in political activities.
- Organizations that discriminate based on race, ethnicity, gender, gender identity, religion, sexual orientation, age or have exclusionary practices.
- Organizations for which its tax-exempt status has been revoked by the Internal Revenue Service.
- Organizations that intend to use Kohl's donation for a purpose other than its charitable cause.

Volunteer Events

Eligible Volunteer Events

- Any personal time spent actively volunteering for a local 501 (c) (3) nonprofits such as:
 - Community awareness activities where volunteers are advocates for helping drive a nonprofit's mission.
 - Activities directly supporting vital services for the community.
 - Participation in formal meetings or events where volunteers hold a leadership position.

Ineligible Volunteer Events

- Travel and sleep time.
- Events with the sole purpose of fundraising unless prior approval by Kohl's Community Relations.
- Events supporting nonprofits outside the state in which they are headquartered or officially chartered unless prior approval by Kohl's Community Relations.
- Attending meetings or events in which the associate is not actively volunteering.
- Activities that do not directly benefit an eligible 501 (c) (3) nonprofit.
- Activities held on Kohl's property unless prior approval by leadership and by Kohl's Community Relations.
- Any other event or activity which Kohl's deems ineligible, in its discretion.

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Resources

- Need volunteers? Review the guidelines above and visit the Benevity Causes Portal. <<https://causes.benevity.org>> to register your organization and submit volunteer requests.
- Additional Questions? From the Benevity Causes Portal, click Help > Charity Support Request or email causes@benevity.org.
- Visit the Kohl's Corporate site at <https://www.kohls.com/volunteer> for additional details.

Additional Terms and Conditions

- Failure to comply with the terms of the Kohl's Volunteer Program and other Kohl's Policies may result in permanent revocation of the associates' volunteer privileges and may lead to other disciplinary actions, up to and including termination of employment.
- Kohl's reserves the right of final decision on the interpretation of these terms, including a determination not to issue a volunteer dollar reward to an organization if eligibility and program criteria are unmet/unfulfilled.
- Kohl's reserves the right, without prior notice and in its sole and absolute discretion, to discontinue or amend this program at any time.