

Kohl's Volunteer Program

Temporary Hourly Volunteer Guidelines

Effective October 12, 2020

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 Criteria

- The following guidelines apply to events taking place from Sunday, August 2, 2020 - Saturday, January 30, 2021 unless the designated budget is met beforehand.
- For every volunteer hour tracked by each associate, Kohl's will donate \$20 to the benefitting nonprofit.
- Associates can volunteer individually or with others to support an eligible 501(c)(3) nonprofit organization for a minimum of one hour and a maximum of eight hours at a time.
- Associates must track volunteer hours in the [Kohl's Volunteer Portal](#) within two weeks of the volunteer event end date to ensure the nonprofit receives the reward. Events will be archived after 90 days and time can no longer be tracked.
- Volunteer time must be done off of company time.
- Kohl's volunteers, whenever possible, should wear Kohl's Volunteer Program shirts during the event.
- Associates are responsible for following the Centers for Disease Control and Prevention (CDC) health and safety [guidelines](#) for COVID-19, state and local government requirements and any additional requirements from nonprofit partners when volunteering. Refer to [Policy 705 Communicable Illness/Social Distancing](#) and [myKohl's COVID-19 FAQ Resources](#) for additional information.

Nonprofit Organization Criteria

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.
- Nonprofit has six months following the reward disbursement date to claim volunteer rewards.
- 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- Organizations for which its tax-exempt status has been revoked by the Internal Revenue Service.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 Event Criteria

Eligible Volunteer Events

- Any personal time spent actively volunteering for community-based events. This includes but is not limited to events including food sorts, site beautification, child engagement, event execution, animal shelter support, and more.
- Community awareness activities where volunteers are advocates for helping drive a nonprofit's mission. This includes but is not limited to National Night Out, community block parties, walks, runs, -athons, and more sponsored or hosted by an eligible nonprofit organization.
- Activities directly supporting vital services for the community. This includes but is not limited to appointments donating blood, plasma, platelets and more to an eligible nonprofit organization.
- Participation in formal meetings or events where volunteers hold a leadership position. This includes but is not limited to board placement with a nonprofit, PTO/PTA and more.
- Virtual volunteering. See the "Virtual Volunteering Events" section below for additional information.

Ineligible Volunteer Events

- Activities where volunteers are compensated by a non-Kohl's organization. Refer to [Policy 604 Gifts or Gratuities](#) for additional information.
- Travel and sleep time.
- Simply attending meetings or events in which the associate is not actively volunteering. This includes but is not limited to attending sporting events or practices, holiday concerts, fundraisers and more.
- Activities that do not directly benefit an eligible nonprofit. This includes but is not limited to training for events or personal exercise, mowing a neighbor's lawn, carpooling to work, singing in a choir and more.



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Kohl's On-Property Events

In order to prioritize the health and safety of our associates, customers and partners following the COVID-19 outbreak, Kohl's is currently unable to support on-property events.

Virtual Volunteering Events

Virtual volunteering is completed online using a computer or other mobile device to provide services for an eligible 501(c)3 nonprofit. Qualifying events must:

- Comply with the above Volunteer Event Criteria.
- Be done off of company time and in accordance with [607 Technology Resource Policy](#).
- Be approved by Kohl's/Benevity.
- Qualifying virtual volunteer events include mentoring online, hosting online classes, helping with website maintenance, assisting with resume building, etc.

Resources

- Need volunteers? Review the criteria 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.