

## PART A

Employee completes form below and sends it to organization with gift.

Mr.  Ms. \_\_\_\_\_  
Employee Name

\_\_\_\_\_  
Home Address

\_\_\_\_\_  
City, State, Zip Code

\_\_\_\_\_  
Division (\_\_\_\_\_) \_\_\_\_\_  
Day Phone

Regular full-time employee  Regular part-time employee  
*Note: if recently retired, please contact us for a retiree form.*

Exact date of gift: \_\_\_\_\_ Amount of gift to be matched: \_\_\_\_\_

\_\_\_\_\_  
Name of Organization

\_\_\_\_\_  
Organization Address

\_\_\_\_\_  
City, State, Zip Code

\_\_\_\_\_  
Securities: Company Name, Security Type, Number of Shares

**I certify that the information submitted is correct, that my gift complies fully with the provisions of the program and that it does not represent in any way a fee for a benefit or for services.**

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Last 4 Digits of Social Security Number

### Payment Processing

Forms received by Foundation	Disbursements
Aug. 1 – Dec. 31	January
Jan. 1 – Mar. 31	April
Apr. 1 – Jul. 31	August

### Cut-Off Dates

Gift-Matching forms will be accepted up to 12 months after the date of the employee/retiree gift.

## PART B

Organization completes and returns form to the General Mills Foundation.

### Education

- |   |   |
|---|---|
| <input type="checkbox"/> Elementary         | <input type="checkbox"/> American Indian College Fund           |
| <input type="checkbox"/> Secondary          | <input type="checkbox"/> Asian & Pacific Islander American Fund |
| <input type="checkbox"/> Vocational         | <input type="checkbox"/> National Hispanic Scholarship Fund     |
| <input type="checkbox"/> College/University | <input type="checkbox"/> United Negro College Fund              |
|   | <input type="checkbox"/> State Independent College Funds        |

### Arts and cultural organization

\_\_\_\_\_  
Name of National or Regional Accrediting Association

### General Mills Foundation matching check sent to:

\_\_\_\_\_  
EIN Number

\_\_\_\_\_  
Name of Organization

\_\_\_\_\_  
Organization Address

\_\_\_\_\_  
City, State, Zip Code

**I certify receipt of the above stated voluntary gift and that no benefit or service is accruing to the donor.**

\_\_\_\_\_  
Authorized Signature

Mr.  Ms. \_\_\_\_\_  
Name (please print or type)

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date (\_\_\_\_\_) \_\_\_\_\_  
Telephone

\_\_\_\_\_  
E-mail Address

**Please mail to:** General Mills Foundation  
Gift-Matching Program  
P.O. Box 1113  
Minneapolis, MN 55440-1113  
Phone (763) 764-2211

# GIFT-MATCHING Program

*for Education and Arts and Culture*



*for* General Mills  
**EMPLOYEES**



GENERAL MILLS FOUNDATION



## Gift-Matching Program for General Mills Employees

Welcome to the General Mills Foundation Gift Matching Program for Education and Arts and Culture. This program is designed to encourage employees and retirees of General Mills and retirees of the former Pillsbury Company to give financial aid to educational and arts and cultural organizations. The Foundation offers two gift-matching programs – one for retirees and retired Directors and this one for employees and members of the General Mills Board of Directors.

### Who is eligible to participate?

- Regular Full-Time and Regular Part-Time employees of General Mills, Inc. or a subsidiary owned 50% or more.
- Active directors of General Mills, Inc.
- A personal or family foundation to which an eligible person is a principal contributor.
- “Mr. and Mrs.” gifts when either of the two is an eligible contributor. However, a gift by a non-qualified spouse in his or her own name cannot be matched.

### What institutions/organizations are eligible? Education

Elementary, secondary, vocational and technical schools, two- or four-year degree-granting public or private colleges or universities,

graduate or professional schools that meet these requirements:

- schools whose contributions are qualifying and deductible under the IRS Code;
- accredited by the appropriate regional, state or professional accrediting body;
- located in the United States or Canada.

The American Indian College Fund, the National Hispanic Scholarship Fund, the United Negro College Fund, Asian & Pacific Islander American Scholarship Fund and State Independent College Funds.

### Arts and culture

Public broadcasting stations, museums, libraries, historical societies, theaters, symphony orchestras, opera and dance companies, zoos, arboretums, planetariums and cultural preservation societies that are recognized as tax-exempt under section 501(c)(3) of the IRS Code.

### What gifts are matched?

The Foundation will match individual contributions of \$25 or more to any number of institutions/organizations for:

- education – up to \$15,000 per calendar year; and
- arts and culture – up to \$15,000 per calendar year

Contributions by a foundation of which an eligible person is a principal contributor will be treated as equivalent to contributions by the individual and the total aggregate matching cannot exceed the limits established.

Gifts must be personal contributions made, not merely pledged, directly to an approved institution/organization in cash or securities having a quoted market value. The valuation of securities will be based on the closing price per share on the exact date of the gift.

The Foundation will not match:

- payments for tuition or other student expenses;
- alumni dues payments;
- gifts by non-qualified spouses of deceased employees and retirees;
- payments for subscription fees for publications;
- bequests;
- insurance premium payments;
- gifts to fulfill a person’s pledges;
- payments which are not in the form of direct gifts to an eligible institution/organization;
- gifts to clubs, fraternities, or sororities;
- memberships;
- gifts that involve reciprocity between the institution and the donor or the donor’s family.

### What is the procedure?

- The donor completes and signs Part A and mails both Parts A and B of the form on the back with the gift to the designated institution. Last 4 digits of Social Security Number, the exact date of the gift, and signature are necessary for processing the request.
- A responsible financial officer of the eligible institution/organization countersigns Part B, thereby certifying that the gift has been received and that it complies with the conditions of the program. The form is then returned to the General Mills Foundation.
- Acknowledgement to the donor by the Foundation that the gift has been matched.
- Cut-off dates: Gift-matching forms will be accepted up to 12 months after the date of the employee/retiree gift.

### Administrative Conditions

The General Mills Foundation may suspend, change or terminate this program at any time. The interpretation, application, and administration of the Gift-Matching Program shall be determined by the Foundation, and its decision shall be final.