

PROGRAM GUIDELINES

Through the Peabody Matching Gifts program, the company offers a way to maximize — up to USD\$2,500 per person each calendar year — employees cash or securities contributions to their favorite charitable organizations, empowering our communities. Thank you for your efforts to make our communities stronger and more vibrant through your gifts to qualifying organizations.

WHO CAN PARTICIPATE

All active full-time, part-time, represented and non-represented employees of Peabody, globally, are eligible to participate. Members of Peabody’s board of directors are also eligible. Gifts from employee spouses, other family members, temporary employees, interns, retirees and contractors are not eligible for the program.

ELIGIBLE ORGANIZATIONS IN THE U.S.

Eligible nonprofit organizations must be located in the U.S. or one of its territories and be recognized by the Internal Revenue Service (IRS) as tax-exempt and designated a public charity under section 501(c)(3) of the Internal Revenue Service Code of 1986, as amended (the “Code”) or an instrumentality of a federal, state or local government under section 170(c) of the Code, but not a private foundation under section 509(a) of the Code. The organization must have no political affiliation and must be open to full nondiscriminatory participation.

ELIGIBLE ORGANIZATIONS OUTSIDE THE U.S.

Peabody’s Matching Gifts administrator, United Way of Greater St. Louis, partners with an established international vetting organization to perform due diligence on matching gifts eligibility of all non-domestic organizations. This includes receiving confirmation that an international charity is equivalent to and meets the requirements of the Internal Revenue Service as a public charity, or evidence that the gift will be used for charitable purposes.

ELIGIBLE GIFTS

- U.S. Patriot Act Compliance: U.S. companies must follow strict guidelines for processing contributions to foreign entities to ensure that these organizations do not in any way support terrorism. Peabody reserves the right to decline a gift match to organizations that, as determined by United Way of Greater St. Louis due diligence, do not meet these strict guidelines. If you are unsure whether an organization is eligible, please contact our Matching Gifts program administrator at peabodyenergyMG@stl.unitedway.org.
- All Peabody matching gifts will be paid out in U.S. Dollars only. The gift amount in U.S. Dollar currency will be calculated based on the exchange rate that is in effect at your donation date. For more information on currency exchange rates, please visit the [currency conversion site](#).
- The minimum gift eligible for a match from Peabody is USD\$50. For installment gifts, each match request must be submitted separately and meet the USD\$50 minimum gift requirement. Note: United Way Annual Campaign matching gifts are not subject to the USD\$50 minimum.
- The maximum gift amount matched per donor, per calendar year, is USD\$2,500. If a participant makes several contributions in one year, gifts will be matched in the order received after January 1 of that year, up to the maximum annual donor limit of USD\$2,500. The donor’s maximum annual limit coincides with the January 1 to December 31 calendar year. The matching gift must be requested within the same calendar year that the personal gift is made.
- The gift must be a donation, from the donor’s personal funds, which has been paid directly to an approved organization. Gifts must be contributions *previously made, not merely pledged*. Note: matches requested through the annual United Way campaign will be processed quarterly once United Way receives the funds from the employee.

Updated May 2018. References to Peabody refer to Peabody and its affiliates. Peabody reserves the right to change the program and/or the guidelines at any time without prior notice. The policies and procedures described above are not conditions of employment nor are they intended to create or constitute a contract between Peabody and any one or all of its employees.



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- Gifts must be in the form of check, credit card, marketable securities with a quoted market value, or, for United Way only, through payroll deduction.
- You may be asked to provide evidence of your contribution in the form of a cancelled check, bank statement or credit card statement, or a transfer of stock certificate. For donations of stock, the value will be determined at the market value of the stock on the day that the donation is made to the organization.
- No other form of property, real or personal, will be matched.

INELIGIBLE GIFTS

Peabody reserves the right to refuse requests for matching gifts to organizations whose objectives are deemed to be detrimental to the interests of our company. Furthermore, even if an organization is eligible, certain types of gifts are not. Examples include:

- Gifts where a direct value is received as a result of the donation (dinner tickets, sporting events, raffle tickets, memberships, etc.)
- Gifts to private individuals.
- Gifts to organizations classified by the IRS as 501(c)(3) Private Foundations or Private Operating Foundations.
- Gifts to non-accredited colleges, universities, public, private or charter elementary or secondary schools.
- Cumulative gifts from several individuals reported as one contribution. For example, a sponsored-pledge event where a participant has gathered financial pledges in support of their participation, such as a marathon, triathlon, bike ride, walk, etc. In this scenario, the sponsored-participant may not submit a matching request for donations that originate from other persons. However, those participants who make a gift to the sponsored-participant's event via the eligible organization may submit for their gift to be matched.
- Gifts made by or through Community Trusts or similar organizations, including Charitable Remainder Trusts or Donor Advised Funds.
- Gifts to organizations whose sole purpose is to promote religion. However, faith-based service organizations may be eligible if their programs are open to all individuals in the community regardless of religious belief, serve a secular purpose (e.g. food pantry, homeless shelter, school) and do not require participation in religious activities as a condition of receiving services offered.
- Gifts made to organizations that discriminate in any way with national equal opportunity policies.
- Gifts for primarily political purposes or whose chief purpose is to influence legislation.
- Gifts to organizations that are membership-based (booster clubs, fraternal or social groups).
- Gifts made for tuition fees, books or loan repayments or for services in lieu of tuition payments.
- Subscription fees for publications or memberships providing substantial personal benefits.
- Gifts or dues to alumni(ae), fraternities, sororities or similar groups.
- Insurance premiums that name an organization as beneficiary.
- Bequests or life income trust arrangements.
- Gifts of real or personal property other than securities as described.
- In-kind gifts.

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- Gifts made with Peabody funds or reimbursed to a participant from Peabody funds.
- Gifts to Peabody Political Action Committee designated charities, which receive matches through a separate program.

HOW TO USE THE MATCHING GIFTS PROGRAM

Participants may request matching gifts through an online process using the Peabody Matching Gifts program website at PeabodyEnergy.MyDonationMatch.com

- Click the “Login” link and follow instructions to register and complete your profile or simply log in if you are already registered.
- Click the “Home” button in the upper left corner to access the “New Request” link and begin your matching request process.

MATCH SCHEDULE

Following receipt of your match request, the Matching Gift program administrator will contact the designated organization to verify receipt of your gift. Eligible requests are typically processed to the recipient organization on a quarterly schedule (dates not guaranteed and are subject to change based on diligence requirements). Disbursement of funds to the recipient organization will typically occur three to six months after the participant’s matching gift request. Receipt of gift must be verified by the organization.

Organizations that do not cash checks within six months of disbursement will be contacted for follow-up. Should those contact attempts prove unsuccessful, the disbursement check will be voided and no match will be made.

Matching gifts must be requested within the same calendar year that the personal gift is made.

NEED HELP?

You may check the status of your matching request or obtain more information about the program at any time using the Peabody Matching Gifts program website at PeabodyEnergy.MyDonationMatch.com

You may also contact the program administration office via email at peabodyenergyMG@stl.unitedway.org.