General Information

New Fiscal Year - January 1st - December 31st

Who is eligible?
- Full-time and part-time employees in the United States.
- LS&CO. retirees.

Can Temps and Contractors participate in the Matching Gift and Personal Volunteer Grant?
Regrettably, no.

What kind of organizations can I choose?
All organizations must be either a public charity with IRS 501(c)(3) tax-exempt status or a government agency. In order to qualify for a matching gift through the Levi Strauss foundation, organizations must be able to demonstrate compliance with the company's non-discrimination policy (see #6).

What gifts won't be matched?
The following will not be matched:
- Personal or real property. This includes furniture or works of art.
- Gifts that are used for membership dues or tuition fees. However, if the membership benefits are minimal, the gift be matched.
- Any gift that is not an outright charitable donation. This includes tickets for a performance or cultural event.

Can I still use a paper Contribution Card instead of registering online?
We no longer accept paper forms/contribution cards. All contributions are now done online.

Does my selected organization receive 100% of my gift?
Yes.

Can I designate my gift to a school or college?
Yes. Elementary, secondary schools, colleges, universities, vocational and technical schools are eligible. Private schools must be 501(c)(3) public charities and meet the non-discrimination policy. All donations must be charitable gifts and cannot be used to pay tuition or other required costs.

Can I designate to my church?
If your church has a program which provides health and human services, and is open to anyone in the community, you can contribute to it and the Levi Strauss Foundation will match your gift. For example, the Levi Strauss Foundation will match your gift to St. Peter's Church Senior Citizens Care Center, the St. Peter's Church Visiting Nurses Center or the St. Peter's Church Day Care Center for Children, but will not match your gift to St. Peter's Church. All nonprofits must be able to demonstrate compliance with the company's non-discrimination policy in order to qualify for the match.

Can I give to organizations anywhere in the world?
You may give to any United States-based nonprofit organization, including those serving international communities.

Can we give to non-profit 501(c)(3) organizations NOT listed in the organization lookup database?
Yes. You can click on the Nomination link and fill out the form and submit it for consideration. When the research is complete you will be notified if the organization is eligible. Once eligibility is established you will be able to make a gift to that organization.

If I find out that the agency has not received my gift, whom should I contact?
Is my gift withheld pre-tax or post-tax?
Post-tax.

I'm a new employee and I get an "Ineligible" message, now what?
Are you a new employee? If yes, it takes 60 days for our online Employee Giving system to be updated with Levi employee names from the Levi HR database. Please attempt accessing the website again after 60 days. If no, please call Peoplesoft at 1-866-891-6725. You will need to speak with Peoplesoft (the HR provider) about making sure your name is captured in the HR database. There will be a 60 day delay before you will be able to access the online Employee Giving system again.

**Levi’s Policy**

**What is the LS&CO. and Levi Strauss Foundation giving policy?**

LS&CO./LSF will not provide support to organizations which, in their constitution or practice, discriminate against a person or group on the basis of age, political affiliation, race, national origin, ethnicity, gender, disability, sexual orientation, or religious belief. Additionally, a grantee must not knowingly conduct or support violent or terrorist activities nor transact business with those who do. This includes matching gifts.

LS&CO./LSF does, however, support organizations that target individuals or groups who have been subject to economic, social, political, or other forms of discrimination.

**Matching Gifts**

**How do I get a Levi Foundation match for my check?**

You must register your contribution online by:

1. Going to the Employee Home page
2. To find the organization go to the "Organization Search" box.
3. Complete the form and print the receipt
4. Send the receipt to the organization along with your check.
5. The organization will then go online and confirm receipt of your check and sign the Grants Policy

**To whom do I write and send my check?**

- Make your check payable to the organization that you want to contribute to.
- Register your contribution online in the Matching Gift program.
- Print the receipt/coupon.
- Mail the receipt/coupon and the check directly to the organization.

**I want to give to more than one non-profit organization by check. How do I do it?**

You will need to make a separate check out to each organization. Then follow the directions for signing up outlined in question above.

**How does my organization qualify for a check match from Levi Foundation?**

The Levi Foundation match for your check to the organization will be distributed quarterly after the organization has indicated compliance with the company's non-discrimination policy (see Levi's Policy above) and confirmed receipt of your check. The organization does this online by following the instructions on the receipt you sent to them with your check.

**Personal Volunteerism**

**How do I register my volunteer hours for matching company dollars?**

First, go to your home page and register your hours with your designated organization. Second, the system will give you a receipt that you will need to give to the organization to verify your hours. Third, the organization will go onto the Cybergrant web page to log in your hours and sign a company grants policy.

**How many dollars can I get for my volunteer hours?**

- 10 hours = $200 (minimum)
- 20 hours = $400
- 40 hours = $800
- 80 hours = $1200
100 hours = $1600
1200 hours = $2000
1400 hours = $2400 (maximum).

Your hours must reach each goal set to qualify for the next amount. Example, if you work 36 hours you would only be eligible for $400. You must work at least 40 hours to reach $800.

How often can I register my volunteer hours within a calendar year?
You may register your hours anytime you have reached one of the levels outlined in the guidelines.

10 hours = $200 (minimum)
20 hours = $400
40 hours = $800
80 hours = $1200
100 hours = $1600
1200 hours = $2000
1400 hours = $2400 (maximum).

Red Tab Foundation
Whom does the Red Tab Foundation benefit?
LS&CO. employees, retirees, and their immediate families facing financial emergencies or situations that impact their basic physical and emotional health. You can learn more by going to http://www.levistrauss.com/Citizenship/RedTabFoundation.aspx

Or Click Here for more information on Red Tab Foundation
What kind of assistance does the Red Tab Foundation most often provide?
RTF can help qualifying individuals with recent, unplanned expenses that threaten the basic necessities of life, such as food, heating, shelter, and transportation. Please contact RTF directly at 800-544-5498 for additional information or go to:
http://www.levistrauss.com/Citizenship/RedTabFoundation/HowToApply.aspx

Will my gift to the Red Tab Foundation be matched?
Yes. Gifts to the Red Tab Foundation are automatically matched and do not count against your yearly $2400 match limit.

Make a Difference
May I designate gifts to more than one organization for the Make a Difference Campaign?
Yes, in the online form click add organization which will take you to the search screen to find the additional organization.

What contributions won't be accepted through the Campaign?
Gifts to agencies that:
  ■ --do not meet our non-discrimination guidelines,
  ■ --do not have nonprofit 501(c)(3) status or K-12 school NCES#,
  ■ --are political, fraternal or religious organizations.

Can I make a payroll deduction to the Make a Difference Campaign anytime during the year?
No, the registration period for the Make a Difference Campaign is in October each year.

When is my payroll deduction distributed and when will it be matched?
Your payroll deduction and the match will both be paid to the organization(s) on a quarterly basis. Checks are sent out at the end of the following months:
  ■ Q1 paid out the end of May
Q2 paid out the end of August
Q3 paid out the end of November
Q4 paid out the end of February

What if I have to stop the deduction of my charitable contribution?
You can stop it at any time by sending an e-mail note to Levi Payroll Department.

What if I leave LS&CO?
The organization of your choice gets whatever has been deducted plus any match, up to the point of your departure.

Can Temps and Contractors participate in the Make a Difference Campaign?
Regrettably, no.

What is payroll deduction? How does it work?
It’s easy to use and it makes it easy to give more. Research has shown that people can give more if their donation is spread out over a year’s time, which means a higher level of support for organizations that provide vital community services. Payroll deduction also allows your contributions to stay at a pace with your paycheck.

Is there a minimum gift requirement?
Yes. There is a $120.00 per donation minimum annually or $5.00 per pay period per agency for payroll deduction.

Can I get tax credit for my Payroll Contribution(s)?
Yes. Any check contribution made during 2008 and any payroll deduction taken out during 2008 is deductible on your 2008 taxes. Be sure to keep a copy of the check receipt form that you send to the organization for your records.

Can I give by check instead of payroll deduction?
Unfortunately you cannot, the Make a Difference Campaign is only for payroll deductions this year. If you wish to give money to an organization via check please use the Matching Gift program to do so.

Can I get tax credit for giving to "Make A Difference"?
TOLL FREE HOT LINE = 1-888-LSF-GIVE (Mon-Fri 8-8 Eastern time)

Questions Not Answered Above
I still have a question