



BD Employee Disaster Relief Fund

Social Investing / Global Operations and Supply Chain
December 2017 – January 2018

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BD Employee Disaster Relief Fund (“The Fund”) Overview

The Fund	Overview
What	A fund established by BD and managed by a third party, the Community Foundation of New Jersey (CFNJ) <ul style="list-style-type: none"> To pay for <i>selected</i> basic living expenses not covered by insurance or other organizations
For Whom	Eligible BD workers in the United States and Puerto Rico challenged with severe short term financial hardship
Why	This hardship must be documented and is as a result of the impact of a Presidentially declared natural disaster
How Much	Grants up to \$5,000 tax free for eligible expenses, so long as funds are available
When	Within 120 days of a Presidentially declared natural disaster
How	<p>Associates can apply for a grant:</p> <ul style="list-style-type: none"> Via application and supporting documentation to CFNJ (see next slide) <p>Associates <i>may be awarded</i> a grant:</p> <ul style="list-style-type: none"> All award decisions made by CFNJ. BD has no view to selection or final recipients. <u>Awards will be made payable directly to the vendor</u>, such as utility company, mortgage holder, etc. In certain limited circumstances, an exception to this requirement may be made at the discretion of the Foundation.

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How To Apply

Method	Description
Mail or Fax or E-Mail	<p>Download application form from: https://maxwell.bd.com/function/184464/bd-employee-disaster-relief-fund?leftNavigation=True</p> <p>Mail, fax or e-mail completed and <u>signed application</u> with <u>supporting documentation</u> to:</p> <p style="text-align: center;">Community Foundation of New Jersey Post Office Box 338 Morristown, NJ 07963-0338 Phone: 973.267.5533 Fax: 973.267.2903 fkrueger@cfnj.org</p>
On Line	https://cfnj.org/bd/ Click on "Online Application Link"
Telephone	1-973-267-5533; Spanish speakers available





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APPENDIX

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BD Employee Disaster Relief Fund *Associate Eligibility*

Those eligible for consideration of a grant from the Fund must be:

- BD regular active, full time employees who are not officer level or above who have been affected by a qualifying incident that resulted from a qualified disaster and the application must be filed within 120 days of the Qualified Disaster.
- BD regular active, part time employees who have been affected by a qualifying incident that resulted from a qualified disaster and the application must be filed within 120 days of the Qualified Disaster.

CFNJ will communicate directly with BD Human Resources for the sole or only purpose to verify that the applicant is an Eligible Worker

Maximum grant award is \$5,000. The Foundation is responsible for the Fund and determines at its sole discretion eligibility and award amounts. Awards are based on the level of need and will vary.

An employee may receive a maximum of one grant per incident with a maximum of one grant for assistance per calendar year.

Along with a payroll statement, supporting documentation such as vendor documentation, receipts and/or quotes, lodging receipts in the case of evacuation, insurance claims, photographs, etc. will be required prior to award disbursement. The Community Foundation of New Jersey may request additional information or documentation.

Awards will be made payable directly to the vendor, such as utility company, mortgage holder, etc. In certain limited circumstances, an exception to this requirement may be made at the discretion of the Foundation.

Grants are contingent upon the availability of funds at any given time.

- The Fund was started by BD with a significant contribution.
- The Fund will be sustained through contributions by BD employees. BD will match these contributions up to a certain dollar level.
- Initially, only US employees can contribute to The Fund until international data privacy issues are resolved.

The Fund will remain in place and be available should additional incidents occur, until funding is depleted.

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Eligible Expenses and Non-Eligible Expenses

FUND PURPOSE

The intention of the Fund is to help those who have limited financial resources available to them and are experiencing significant pressure on the family's financial resources resulting from the Qualified Disaster.

ELIGIBLE EXPENSES

The Fund can help eligible workers affected by a Qualified Disaster pay for basic living expenses not covered by insurance or help from other organizations including housing, home repair (for primary residence only), food, clothing and other basic living essentials.

NON-ELIGIBLE EXPENSES

Severe financial need does *not* include:

- Needs met by other agencies or programs including employee benefits, FEMA disbursements, etc.
- Reduced hours worked or pay (lost compensation due to missed time from work)
- Legal fees
- Expenses associated with divorce settlements or child custody cases
- Child care
- Items covered by insurance
- Insurance Co-pays, premiums or deductibles
- Items covered by Individual insurance policies
- Student loans
- Routine, on-going or long term medical expenses
- Elective medical procedures or those covered by insurance
- Credit card bills
- Property or income taxes
- Home foreclosure
- Routine car repair
- Accumulated financial distress or situations resulting from poor financial management
- Accidental damages due to negligence
- Travel expenses outside the Eligible Worker's local area
- Damage to a non—primary residence
- Replacement of non-essential utilities, e.g., cable
- Replacement of non-essential items such as electronics