



ECOLAB GIVING SITE

FOR ALUMNI OF ALL ECOLAB SUBSIDIARIES



Everywhere It Matters.™

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New Online Process

- ▲ Go to www.ecolab.com/alumni
 - This is a 'hidden' page so you cannot search for it. You have to type in this webpage address.
- ▲ Scroll down to **Ecolab Giving Site and Matching Gift Program** page
- ▲ Click **More**

Welcome, Ecolab Alumni

This page was created as a source of information for Ecolab retirees, or "Alumni."

We hope it is helpful to you in keeping up-to-date on the latest Ecolab news, as well as easily finding links to useful information.

Please click on the blue Contact Us button at the bottom of the page to connect with Ecolab Community Relations with any questions or comments you may have.

RECENT ECOLAB NEWS & ANNOUNCEMENTS

Click on the button below to find out about Ecolab in the news.

[MORE](#)

ECOLAB IMPACT MAGAZINE

Impact magazine is about the people behind Ecolab's technology and services - 47,000 associates across the globe who make a positive difference for our customers, our communities and society at large. We invite you to download previous issues by clicking on the button below and sharing them with your family, friends and colleagues around the world.

Click on the button below to read the most recent issue as well as search Archives to read past issues.

[MORE](#)

BENEFITS

Links and phone numbers for benefits related questions.

[MORE](#)

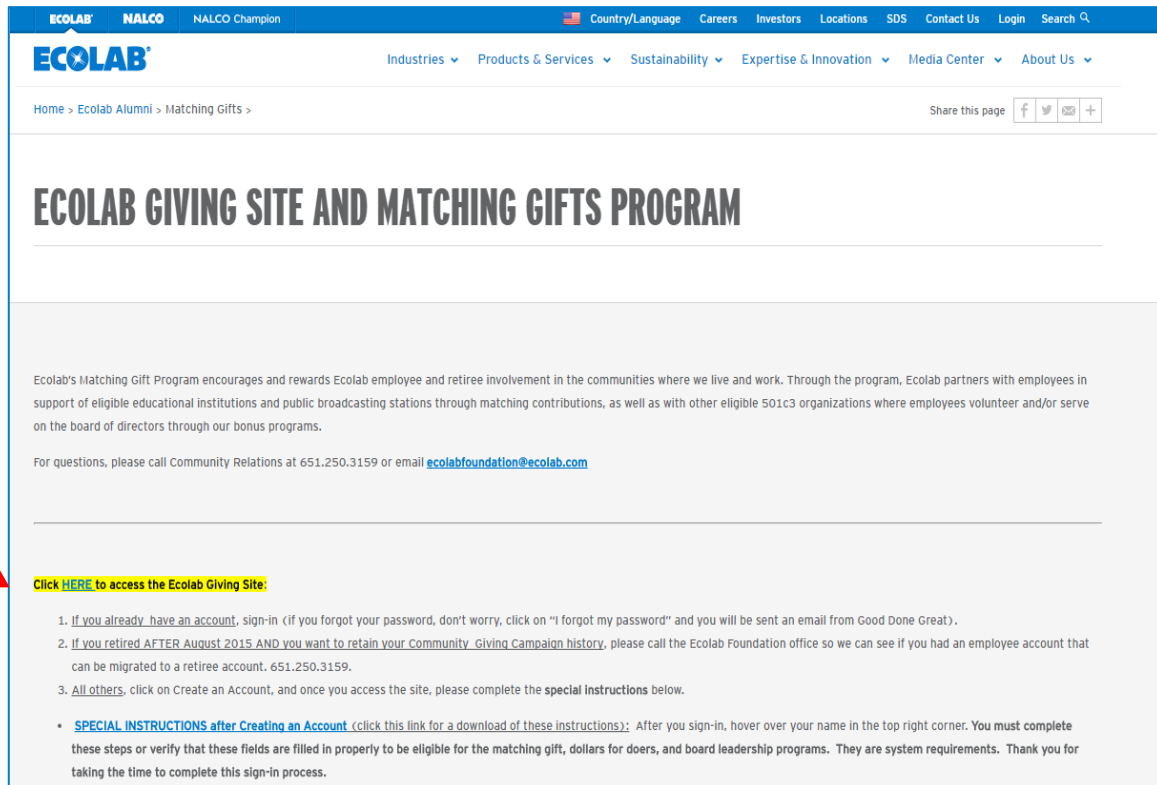
ECOLAB GIVING SITE AND MATCHING GIFT PROGRAM

Find out about Ecolab Foundation's Matching Gift Program and access application forms.

[MORE](#)

Signing Up

- Once on the **Ecolab Giving Site and Matching Gifts Program** page, click on the link highlighted in yellow to access the **Ecolab Giving Site**



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Industries Products & Services Sustainability Expertise & Innovation Media Center About Us

Home > Ecolab Alumni > Matching Gifts > Share this page

ECOLAB GIVING SITE AND MATCHING GIFTS PROGRAM

Ecolab's Matching Gift Program encourages and rewards Ecolab employee and retiree involvement in the communities where we live and work. Through the program, Ecolab partners with employees in support of eligible educational institutions and public broadcasting stations through matching contributions, as well as with other eligible 501c3 organizations where employees volunteer and/or serve on the board of directors through our bonus programs.

For questions, please call Community Relations at 651.250.3159 or email ecolabfoundation@ecolab.com

Click [HERE](#) to access the Ecolab Giving Site.

1. If you already have an account, sign-in (if you forgot your password, don't worry, click on "I forgot my password" and you will be sent an email from Good Done Great).
2. If you retired AFTER August 2015 AND you want to retain your Community Giving Campaign history, please call the Ecolab Foundation office so we can see if you had an employee account that can be migrated to a retiree account. 651.250.3159.
3. All others, click on Create an Account, and once you access the site, please complete the **special instructions** below.

- **SPECIAL INSTRUCTIONS after Creating an Account** (click this link for a download of these instructions): After you sign-in, hover over your name in the top right corner. You must complete these steps or verify that these fields are filled in properly to be eligible for the matching gift, dollars for doers, and board leadership programs. They are system requirements. Thank you for taking the time to complete this sign-in process.

Signing Up/Creating an Account – New Users

- ▲ If you have not yet registered click on **Create an Account** as shown in **Figure 1**.
- ▲ Next complete the fields as shown in **Figure 2**, then click on **Create an Account**.
- ▲ An email from Ecolab Giving will be sent to your registration email address asking you to click on the link to verify your email.
- ▲ Click on that link and it will bring you back to the sign-in page to sign in and proceed.

Figure 1

ECOLAB[®]

Welcome to the Ecolab Giving Site

1. Current employees, [CLICK HERE](#). Do NOT sign in below.
2. Retirees: Create an account or sign-in below.
3. Questions? Contact ecolabfoundation@ecolab.com

Sign In

Login/Email Address

Password [I forgot my password](#)

Sign In

Are you a new user?

Create an Account

Figure 2

ECOLAB[®]

Create an Account

First Name

Last Name

Enter email address

Re-type your email address

Enter password

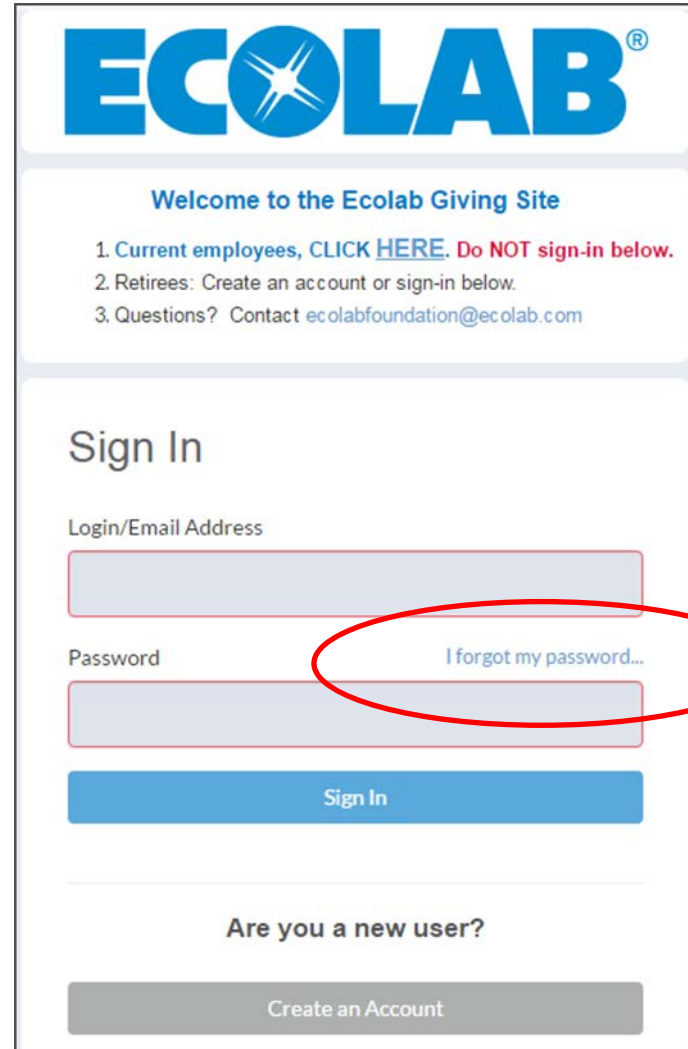
Re-type your password

CREATE AN ACCOUNT

RETURN TO SIGN IN PAGE

Signing In - Current Users

- If you already set up an account in the fall/winter of 2015 for the Ecolab Giving Site, please sign-in using your email account and password. If you forgot your password, don't worry, click on "I forgot my password..."
- If you retired after August 2015, please contact our office so we can see if you had an employee account that we can migrate to a retiree account. 651.250.3159; ecolabfoundation@ecolab.com



ECOLAB[®]

Welcome to the Ecolab Giving Site

1. Current employees, [CLICK HERE](#). Do NOT sign-in below.
2. Retirees: Create an account or sign-in below.
3. Questions? Contact ecolabfoundation@ecolab.com

Sign In

Login/Email Address

Password

 [I forgot my password...](#)

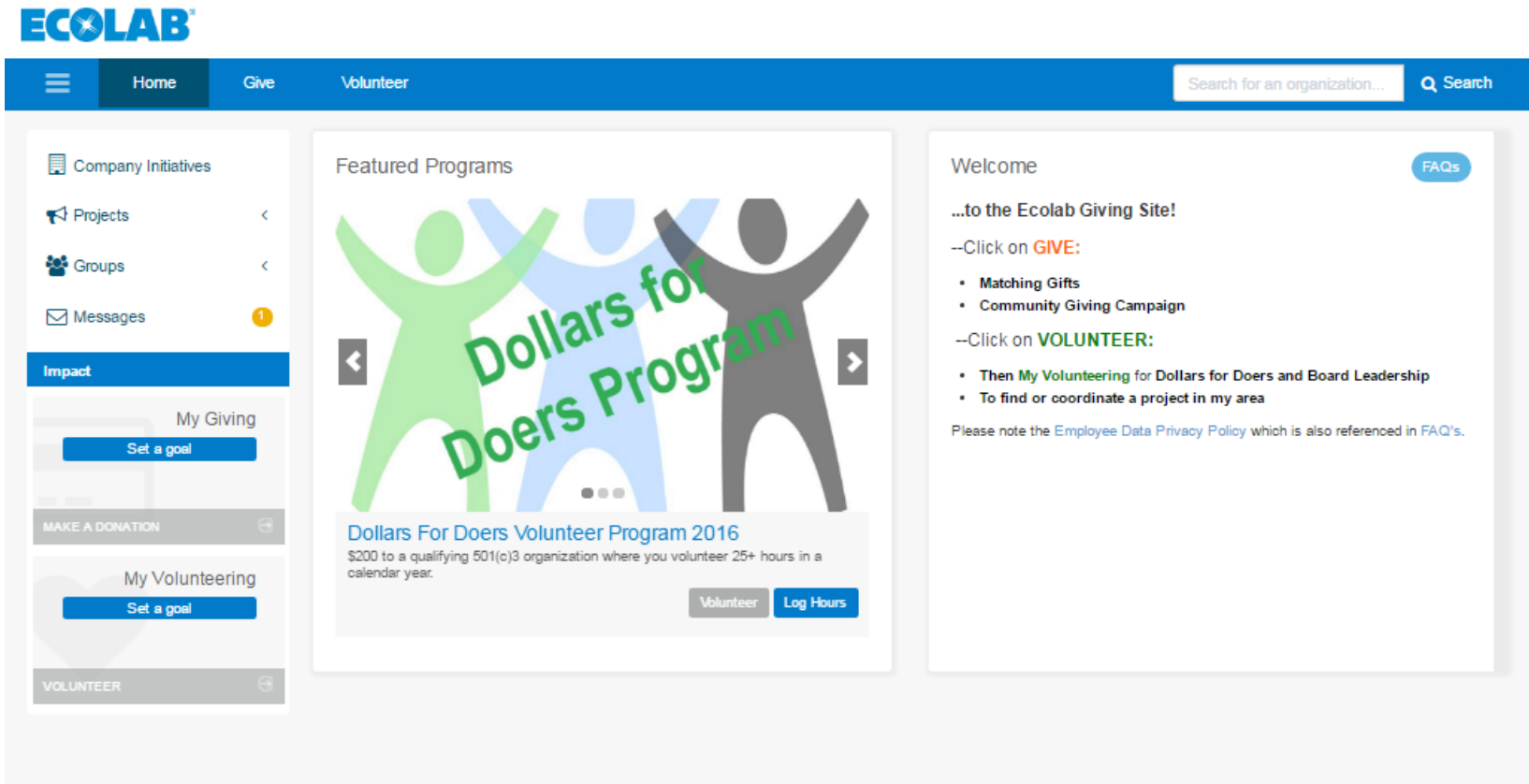
Sign In

Are you a new user?

Create an Account

Ecolab Giving Site – Home Page

▲ Home page – Welcome and Instructions



The screenshot displays the Ecolab Giving Site Home Page. At the top, the ECOLAB logo is on the left, and a navigation bar contains 'Home', 'Give', and 'Volunteer' tabs. A search bar on the right of the navigation bar is labeled 'Search for an organization...' with a magnifying glass icon and the word 'Search'.

On the left side, there is a sidebar menu with the following items: 'Company Initiatives', 'Projects', 'Groups', and 'Messages'. Below this is a blue 'Impact' button. Under 'Impact', there are sections for 'My Giving' (with a 'Set a goal' button), 'MAKE A DONATION', 'My Volunteering' (with a 'Set a goal' button), and 'VOLUNTEER'.

The main content area features a 'Featured Programs' section. It contains a carousel of images with a large green text overlay that reads 'Dollars for Doers Program'. Below the carousel, the text reads 'Dollars For Doers Volunteer Program 2016' and '\$200 to a qualifying 501(c)3 organization where you volunteer 25+ hours in a calendar year.' There are 'Volunteer' and 'Log Hours' buttons.

On the right side, there is a 'Welcome' section with a 'FAQs' button. The text says '...to the Ecolab Giving Site!' and provides instructions: '--Click on **GIVE:**' followed by a list: 'Matching Gifts' and 'Community Giving Campaign'. It then says '--Click on **VOLUNTEER:**' followed by a list: 'Then My Volunteering for Dollars for Doers and Board Leadership' and 'To find or coordinate a project in my area'. A note at the bottom says 'Please note the Employee Data Privacy Policy which is also referenced in FAQ's.'

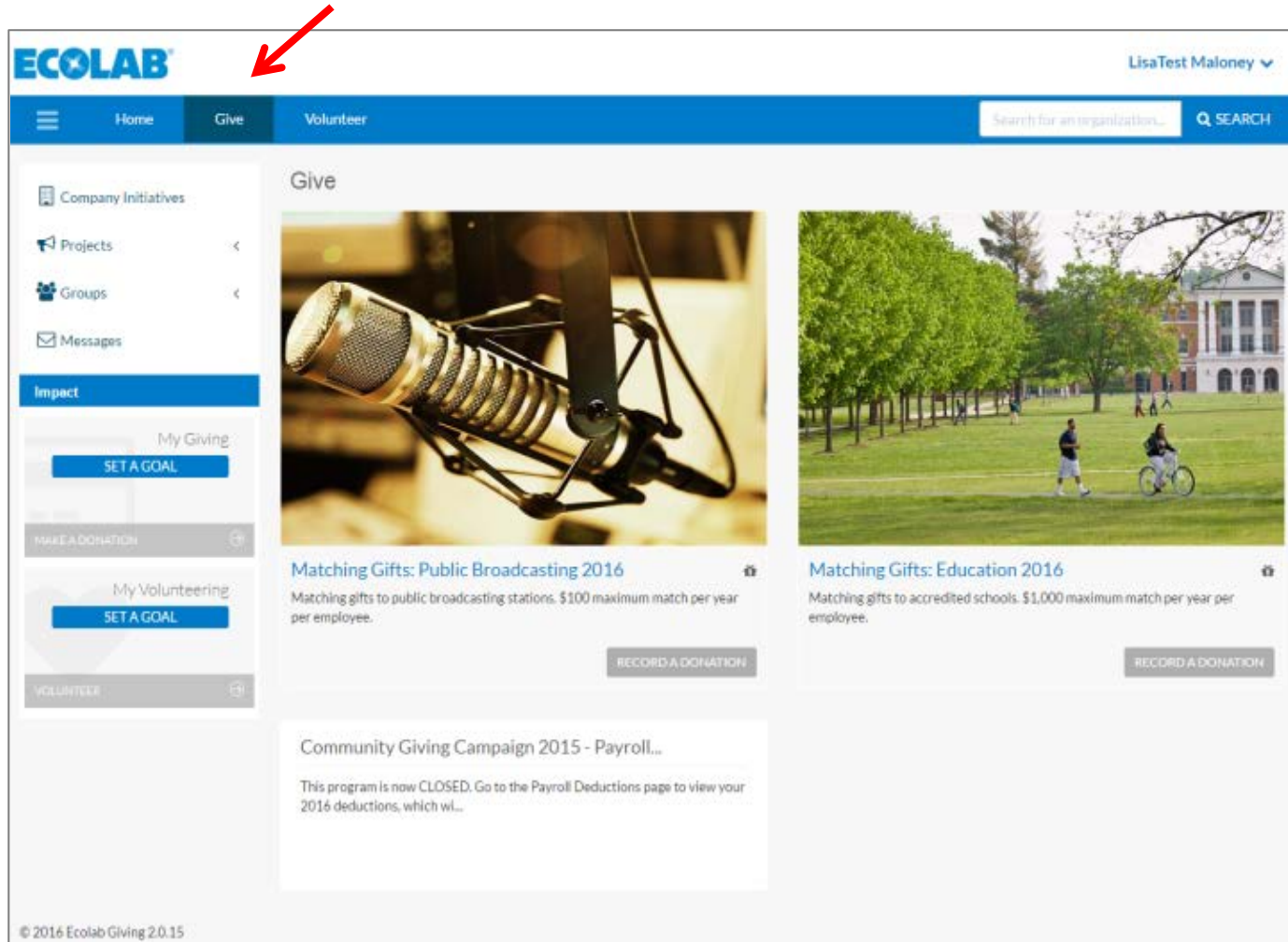
MATCHING GIFTS TO EDUCATION & PUBLIC BROADCASTING



Everywhere It Matters.™

Matching Gifts to Education & Public Broadcasting

▲ Click on **Give** at the top



The screenshot displays the Ecolab Giving website interface. At the top left is the ECOLAB logo. A red arrow points to the 'Give' menu item in the top navigation bar, which also includes 'Home' and 'Volunteer'. To the right of the navigation bar is a search bar with the placeholder text 'Search for an organization...' and a 'SEARCH' button. Below the navigation bar, the main content area is titled 'Give'. On the left side of the page, there is a sidebar with a 'Company Initiatives' menu containing 'Projects', 'Groups', and 'Messages'. Below this is an 'Impact' section with 'My Giving' and 'SET A GOAL' buttons, a 'MAKE A DONATION' button, 'My Volunteering' and 'SET A GOAL' buttons, and a 'VOLUNTEER' button. The main content area features two large cards under the 'Give' heading. The first card is titled 'Matching Gifts: Public Broadcasting 2016' and includes a close icon. It features an image of a vintage microphone and text stating: 'Matching gifts to public broadcasting stations. \$100 maximum match per year per employee.' Below the text is a 'RECORD A DONATION' button. The second card is titled 'Matching Gifts: Education 2016' and also includes a close icon. It features an image of a university campus with a person walking and a person on a bicycle. Text states: 'Matching gifts to accredited schools. \$1,000 maximum match per year per employee.' Below the text is a 'RECORD A DONATION' button. At the bottom of the page, there is a section titled 'Community Giving Campaign 2015 - Payroll...' with a note: 'This program is now CLOSED. Go to the Payroll Deductions page to view your 2016 deductions, which wL...'. The footer of the page reads '© 2016 Ecolab Giving 2.0.15'.

Matching Gifts to Education & Public Broadcasting

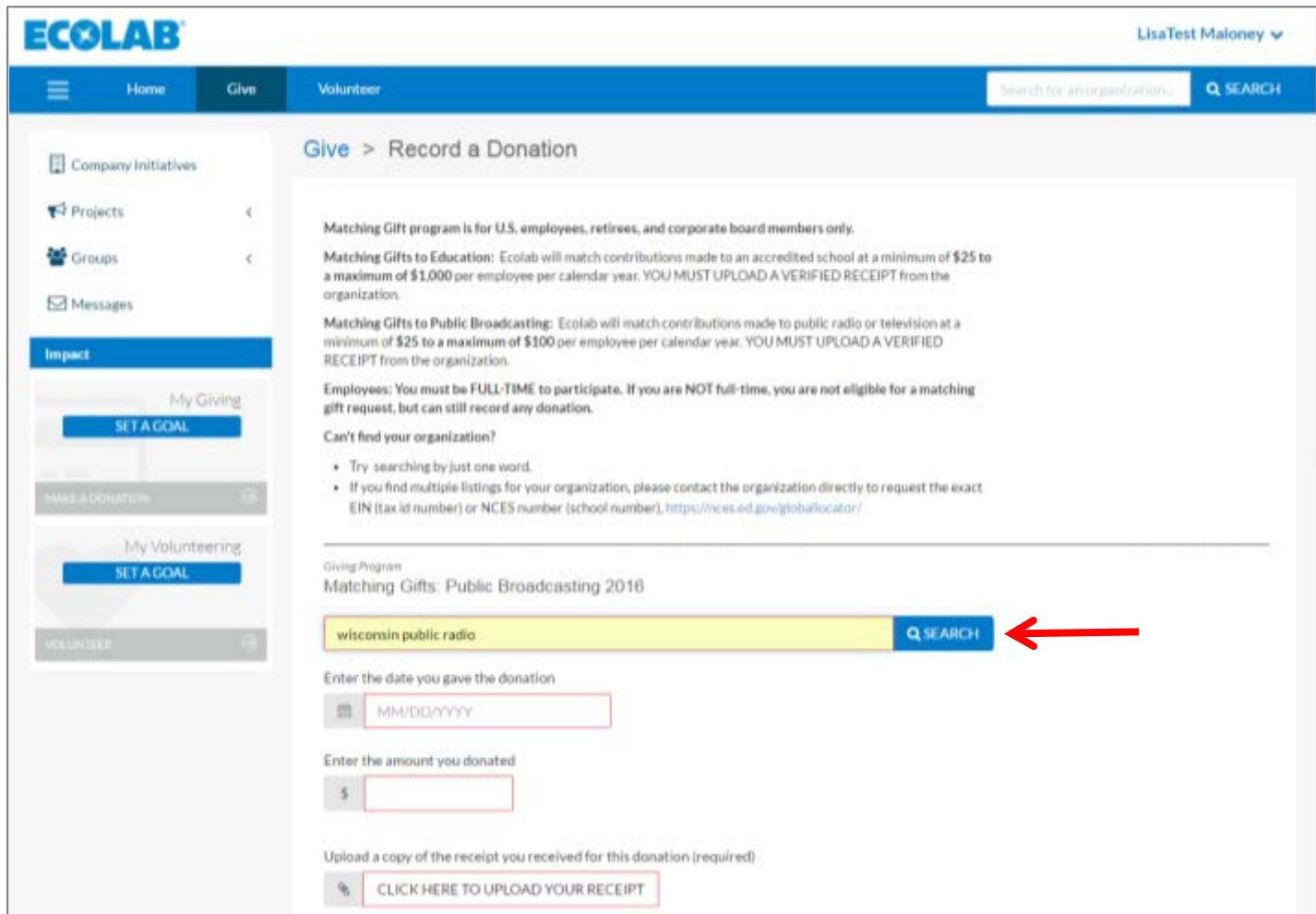
▲ Choose Public Broadcasting **or** Education

▲ Click on **RECORD A DONATION**

The screenshot displays the Ecolab Giving website interface. At the top, the Ecolab logo is on the left, and the user name "LisaTest Maloney" is on the right. Below the logo is a navigation menu with "Home", "Give", and "Volunteer" options. A search bar is located to the right of the menu. The main content area is titled "Give" and features two prominent cards. The left card, titled "Matching Gifts: Public Broadcasting 2016", includes a microphone image and a "RECORD A DONATION" button. The right card, titled "Matching Gifts: Education 2016", includes a campus scene image and a "RECORD A DONATION" button. Red circles highlight the titles of both cards, and red arrows point to their respective "RECORD A DONATION" buttons. A third card at the bottom, titled "Community Giving Campaign 2015 - Payroll...", is partially visible and indicates the program is closed. The footer shows "© 2016 Ecolab Giving 2.0.15".

Matching Gifts to Education & Public Broadcasting

- ▲ Type in the name of the organization; Click **SEARCH**



ECOLAB LisaTest Maloney ▾

Home Give Volunteer Search for an organization... SEARCH

Give > Record a Donation

Matching Gift program is for U.S. employees, retirees, and corporate board members only.

Matching Gifts to Education: Ecolab will match contributions made to an accredited school at a minimum of \$25 to a maximum of \$1,000 per employee per calendar year. YOU MUST UPLOAD A VERIFIED RECEIPT from the organization.

Matching Gifts to Public Broadcasting: Ecolab will match contributions made to public radio or television at a minimum of \$25 to a maximum of \$100 per employee per calendar year. YOU MUST UPLOAD A VERIFIED RECEIPT from the organization.

Employees: You must be FULL-TIME to participate. If you are NOT full-time, you are not eligible for a matching gift request, but can still record any donation.

Can't find your organization?

- Try searching by just one word.
- If you find multiple listings for your organization, please contact the organization directly to request the exact EIN (tax id number) or NCES number (school number), <https://nces.ed.gov/globallocator/>

Giving Program
Matching Gifts: Public Broadcasting 2016

wisconsin public radio SEARCH

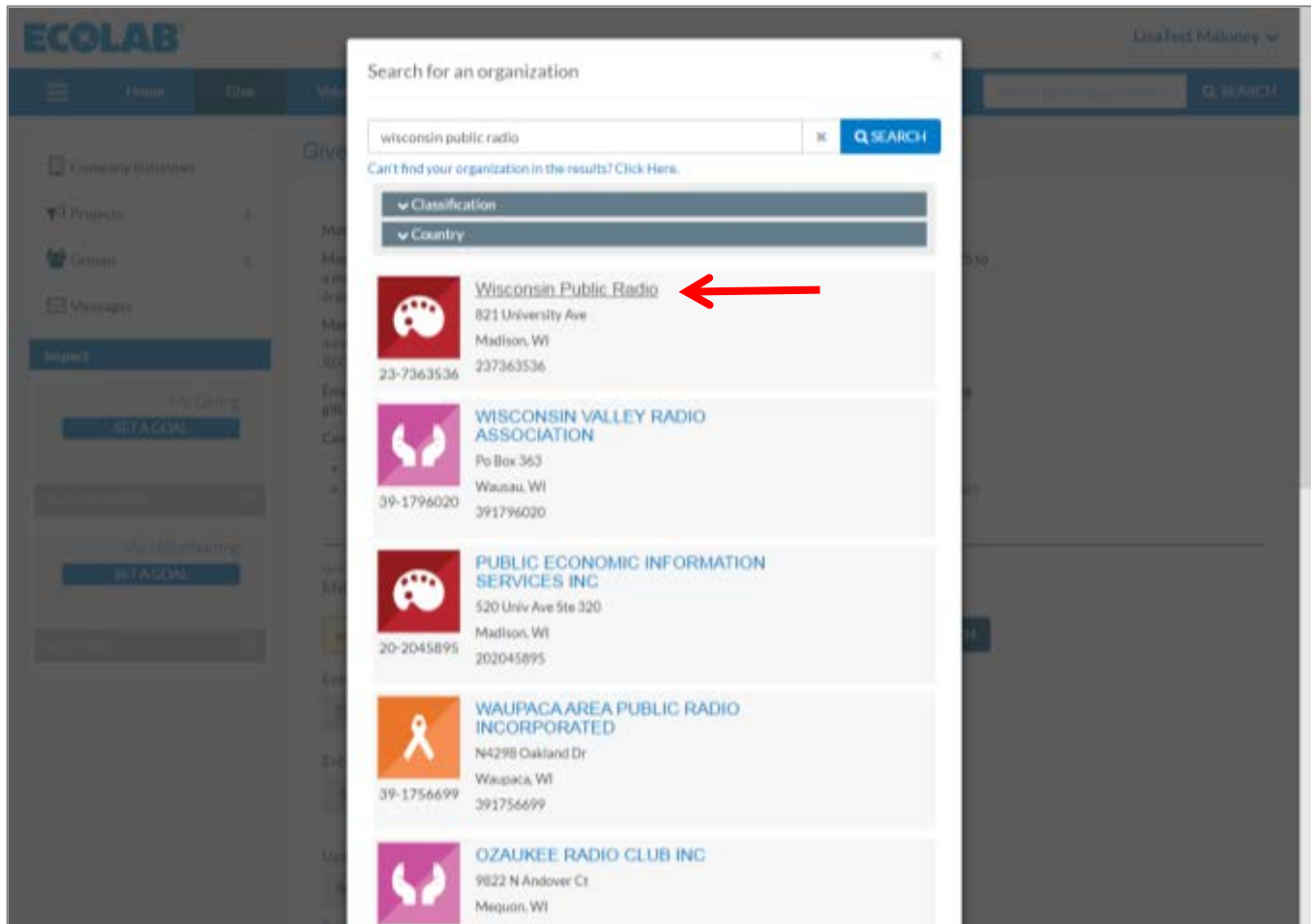
Enter the date you gave the donation
MM/DD/YYYY

Enter the amount you donated
\$

Upload a copy of the receipt you received for this donation (required)
CLICK HERE TO UPLOAD YOUR RECEIPT

Matching Gifts to Education & Public Broadcasting

▲ Click on the **name of the organization**



The screenshot displays the ECOLAB search interface. A search bar at the top contains the text "wisconsin public radio" and a "SEARCH" button. Below the search bar, there are filters for "Classification" and "Country". The search results are listed below, with a red arrow pointing to the first result, "Wisconsin Public Radio".

| Organization Name | Address | City | State | Phone Number |
|---|----------------------|-------------|-------|--------------|
| Wisconsin Public Radio | 821 University Ave | Madison, WI | WI | 23-7363536 |
| WISCONSIN VALLEY RADIO ASSOCIATION | Po Box 363 | Wausau, WI | WI | 39-1796020 |
| PUBLIC ECONOMIC INFORMATION SERVICES INC | 520 Univ Ave Ste 320 | Madison, WI | WI | 20-2045895 |
| WAUPACA AREA PUBLIC RADIO INCORPORATED | N4298 Oakland Dr | Waupaca, WI | WI | 39-1756699 |
| OZAUKEE RADIO CLUB INC | 9822 N Andover Ct | Mequon, WI | WI | |

Matching Gifts to Education & Public Broadcasting

- Enter the **date of the donation** from your donation receipt

ECOLAB

Home Give Volunteer

Give > Record a Donation

Matching Gift program is for U.S. employees, retirees, and corporate board members only.

Matching Gifts to Education: Ecolab will match contributions made to an accredited school at a minimum of \$25 to a maximum of \$1,000 per employee per calendar year. YOU MUST UPLOAD A VERIFIED RECEIPT from the organization.

Matching Gifts to Public Broadcasting: Ecolab will match contributions made to public radio or television at a minimum of \$25 to a maximum of \$100 per employee per calendar year. YOU MUST UPLOAD A VERIFIED RECEIPT from the organization.

Employees: You must be FULL-TIME to participate. If you are NOT full-time, you are not eligible for a matching gift request, but can still record any donation.

Can't find your organization?

- Try searching by just one word.
- If you find multiple listings for your organization, please contact the organization directly to request the exact EIN (tax id number) or NCES number (school number), <https://nces.ed.gov/globallocator/>

Giving Program
Matching Gifts: Public Broadcasting 2016

To donate, please choose a recipient - Search by name, location or Registration ID

Selected Organization
Wisconsin Public Radio

Enter the date you gave the donation

Enter the amount you donated
\$

A minimum donation of \$25.00 is required to receive a match as part of this program.
You have \$100.00 remaining in available match funds for this program.

Request a match

Upload a copy of the receipt you received for this donation (required)

Receipt upload can not be more than 1.5MB

Matching Gifts to Education & Public Broadcasting

Next you will enter the **amount of your donation**

NOTE: Program guideline reminders are in blue

This reminder will also indicate the amount of money you have left to match for this year



ECOLAB

Home Give Volunteer

Give > Record a Donation

Matching Gift program is for U.S. employees, retirees, and corporate board members only.

Matching Gifts to Education: Ecolab will match contributions made to an accredited school at a minimum of \$25 to a maximum of \$1,000 per employee per calendar year. YOU MUST UPLOAD A VERIFIED RECEIPT from the organization.

Matching Gifts to Public Broadcasting: Ecolab will match contributions made to public radio or television at a minimum of \$25 to a maximum of \$100 per employee per calendar year. YOU MUST UPLOAD A VERIFIED RECEIPT from the organization.

Employees: You must be FULL-TIME to participate. If you are NOT full-time, you are not eligible for a matching gift request, but can still record any donation.

Can't find your organization?

- Try searching by just one word.
- If you find multiple listings for your organization, please contact the organization directly to request the exact EIN (tax id number) or NCES number (school number), <https://nces.ed.gov/globallocator/>

Giving Program
Matching Gifts: Public Broadcasting 2016

To donate, please choose a recipient - Search by name, location or Registration ID

Selected Organization
Wisconsin Public Radio

Enter the date you gave the donation

Enter the amount you donated
\$

A minimum donation of \$25.00 is required to receive a match as part of this program.
You have \$100.00 remaining in available match funds for this program.

Request a match

Upload a copy of the receipt you received for this donation (required)

Receipt upload can not be more than 1.5MB

Matching Gifts to Education & Public Broadcasting

- ▶ Click on the **Request a match** box
- ▶ If you don't do this step, no match will be requested, only your original donation to the organization will be recorded



ECOLAB

Home Give Volunteer

Give > Record a Donation

Matching Gift program is for U.S. employees, retirees, and corporate board members only.

Matching Gifts to Education: Ecolab will match contributions made to an accredited school at a minimum of \$25 to a maximum of \$1,000 per employee per calendar year. YOU MUST UPLOAD A VERIFIED RECEIPT from the organization.

Matching Gifts to Public Broadcasting: Ecolab will match contributions made to public radio or television at a minimum of \$25 to a maximum of \$100 per employee per calendar year. YOU MUST UPLOAD A VERIFIED RECEIPT from the organization.

Employees: You must be FULL-TIME to participate. If you are NOT full-time, you are not eligible for a matching gift request, but can still record any donation.

Can't find your organization?

- Try searching by just one word.
- If you find multiple listings for your organization, please contact the organization directly to request the exact EIN (tax id number) or NCES number (school number), <https://nces.ed.gov/globallocator/>

Giving Program
Matching Gifts: Public Broadcasting 2016

To donate, please choose a recipient - Search by name, location or Registration ID

Selected Organization
Wisconsin Public Radio

Enter the date you gave the donation

Enter the amount you donated
\$

A minimum donation of \$25.00 is required to receive a match as part of this program.
You have \$100.00 remaining in available match funds for this program.

Request a match

Upload a copy of the receipt you received for this donation (required)

Receipt upload can not be more than 1.5MB

Matching Gifts to Education & Public Broadcasting

▲ Fill in the required fields

A) Enter the **amount you donated**, you must also determine the amount you want matched.

B) Fill in the **amount you want matched** (up to \$100 for public broadcasting or up to \$1000 for education)

▲ Deadline is Nov. 30th of each year

Giving Program
Matching Gifts: Public Broadcasting 2016

To donate, please choose a recipient - Search by name, location or Registration ID

Selected Organization
Wisconsin Public Radio

Enter the date you gave the donation

Enter the amount you donated
\$ ← **A**

You have \$100.00 remaining in available match funds for this program.
 Request a match

Your estimated Matching Gift amount: \$25
\$ ← **B**

Your Matching Gift amount cannot exceed \$100.00.

Upload a copy of the receipt you received for this donation (required)

Matching Gifts to Education & Public Broadcasting

- ▲ Upload a verified receipt
- ▲ A verified receipt from the organization includes:
 - Name & address of organization
 - Name of donor
 - Date of donation
 - Tax deductible amount of donation
 - Organization's tax ID number(EIN) and/or school NCES number

Giving Program
Matching Gifts: Public Broadcasting 2016

To donate, please choose a recipient - Search by name, location or Registration ID

Selected Organization
Wisconsin Public Radio

Enter the date you gave the donation

Enter the amount you donated
\$

You have \$100.00 remaining in available match funds for this program.

Request a match

Your estimated Matching Gift amount: \$25
\$

Your Matching Gift amount cannot exceed \$100.00.

Upload a copy of the receipt you received for this donation (required)

Receipt upload can not be more than 1.5MB

Matching Gifts to Education & Public Broadcasting

- ▲ Fill out the **Special Instructions** (optional)
- ▲ Complete **Additional Information** using drop down menus (required)
- ▲ Click on **RECORD DONATION**
- ▲ If the RECORD DONATION button doesn't work, review the form and make sure all required fields (marked with red asterisks) are complete

Special Instructions

Dedicate this gift to a friend or loved one

Ask the organization to use the donation for a specific purpose

Additional Information

FOCUS AREA: For Matching Gifts to Education, select Youth & Education. For Matching Gifts to Public Broadcasting, select Arts & Culture

Please choose your Focus Area: *

SUB-FOCUS AREA: For Matching Gifts to Education, select Y&E-Matching Gifts to Education. For Matching Gifts to Public Broadcasting, select: A&C-Matching Gifts to Public Broadcasting

Please specify a Sub-Focus area. *

Select the global region where the grant end recipient is located: *

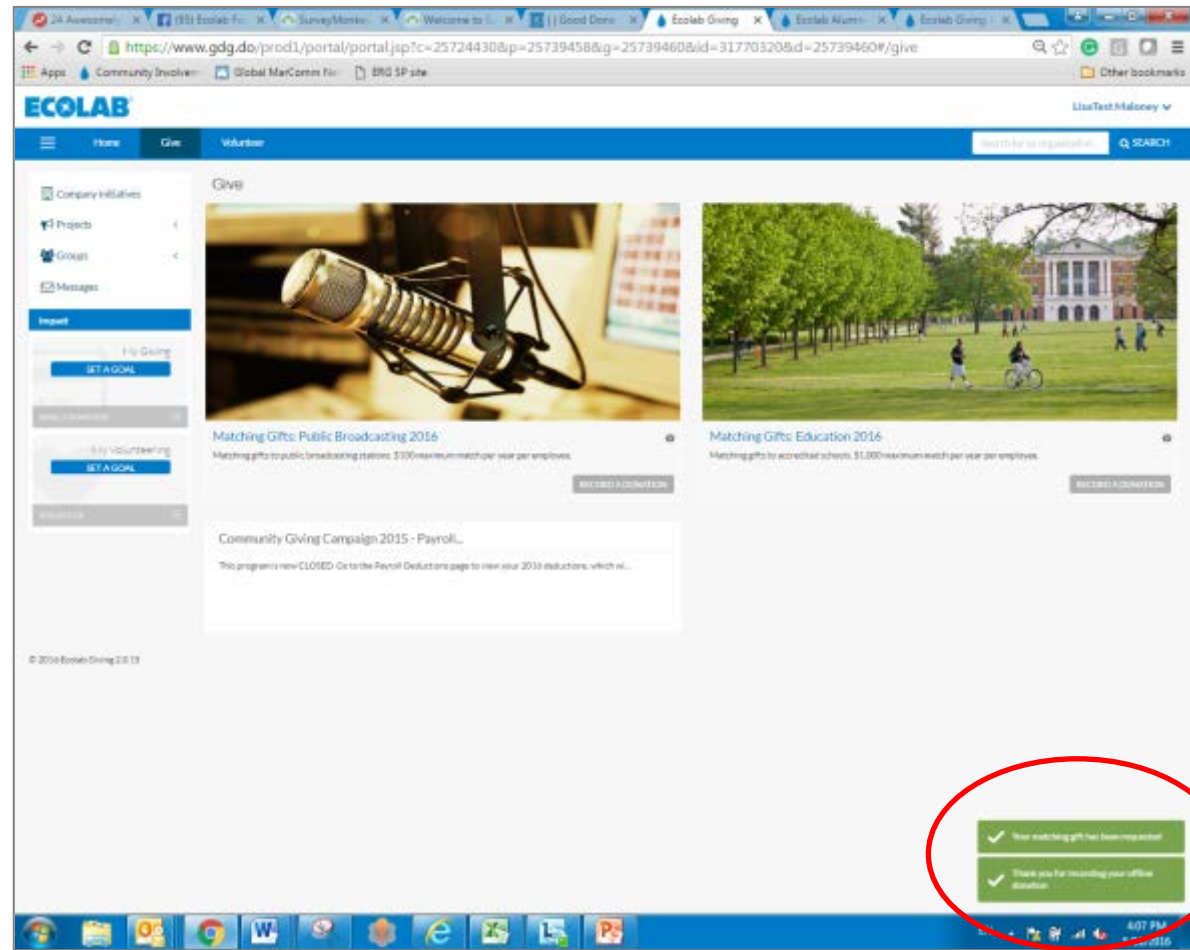
Please enter the country. *

If in the US, please enter the State. *

RECORD DONATION

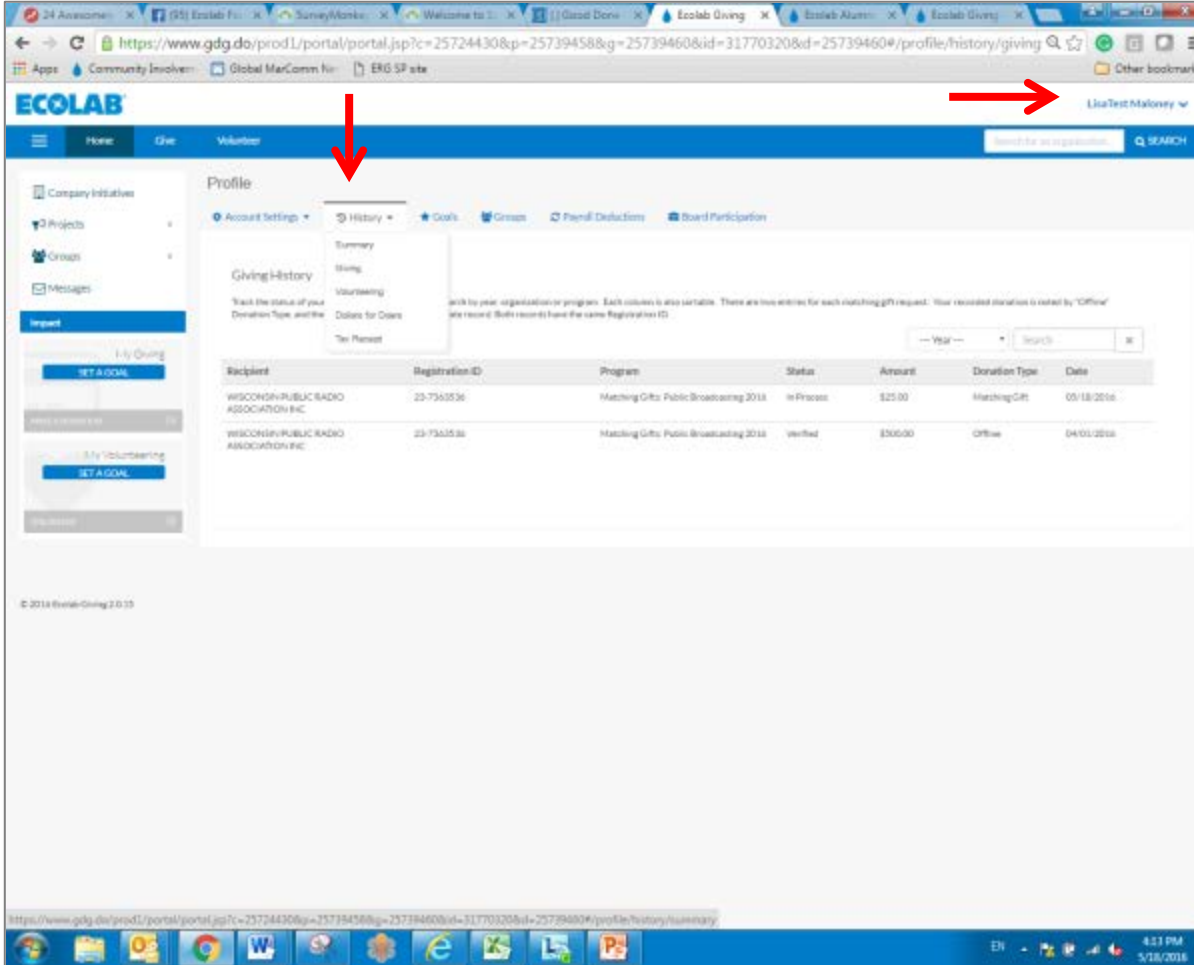
Matching Gifts to Education & Public Broadcasting

- ▶ You will see a green **pop up confirmation** message and you will receive an **email** after successfully submitting the request
- ▶ Matching gift requests and verified receipts will be checked by Ecolab Community Relations
- ▶ Grants will be processed by Good Done Great, our vendor partner



Matching Gifts to Education & Public Broadcasting

- ▲ Track your giving and matching requests
- ▲ Hover over your name, pull down to **History**
- ▲ Under History, pull down to **Giving**
- ▲ You will see **TWO** entries per request:
 - The **actual gift** you gave to the organization
 - The **match** you requested from Ecolab



The screenshot shows the Ecolab Giving History page. A red arrow points to the 'History' dropdown menu in the top navigation bar. Another red arrow points to the user's name 'LisaTestMaloney' in the top right corner. The main content area displays a table of giving history entries.

| Recipient | Registration ID | Program | Status | Amount | Donation Type | Date |
|--|-----------------|--|-------------|----------|---------------|------------|
| WISCONSIN PUBLIC RADIO ASSOCIATION INC | 23-754536 | Matching Gifts: Public Broadcasting 2018 | In Progress | \$25.00 | Matching Gift | 05/18/2018 |
| WISCONSIN PUBLIC RADIO ASSOCIATION INC | 23-754536 | Matching Gifts: Public Broadcasting 2018 | Verified | \$505.00 | Offline | 04/01/2018 |

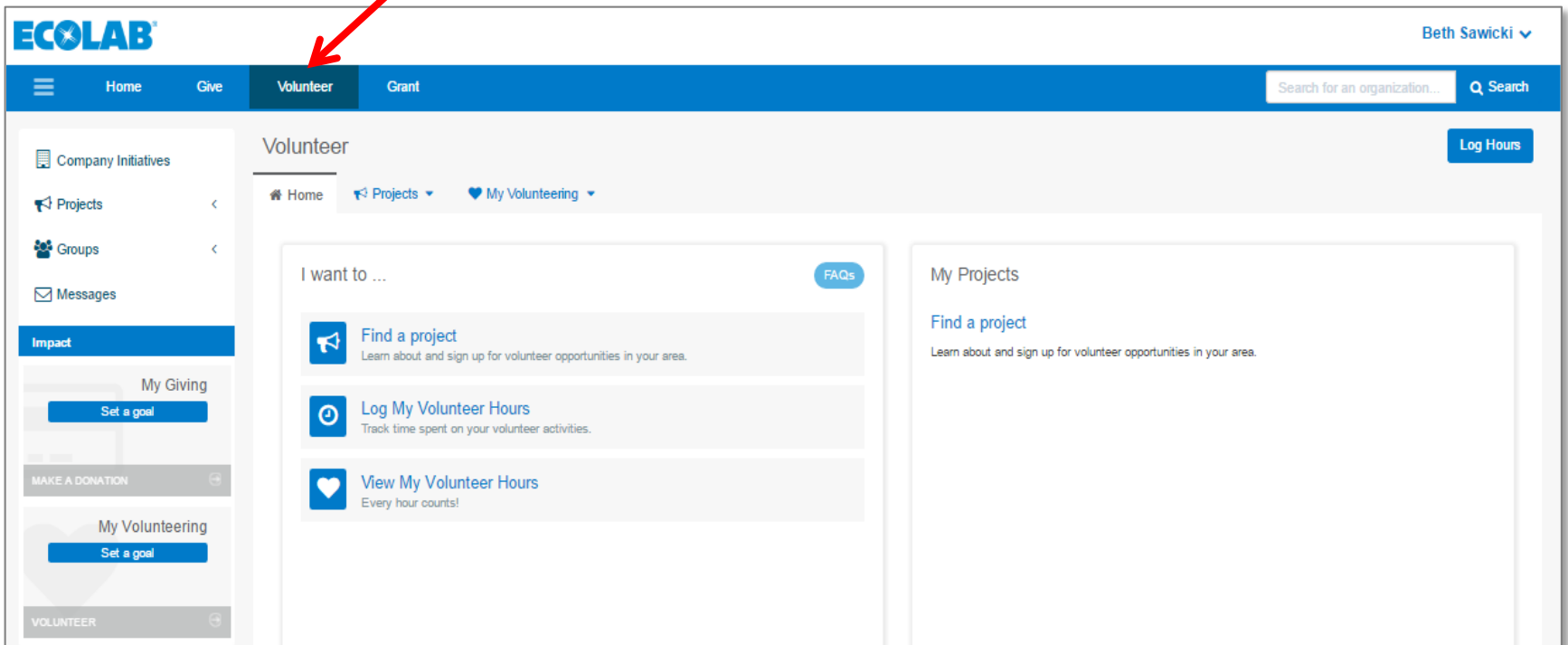
DOLLARS FOR DOERS



Everywhere It Matters.™

Dollars for Doers

▲ Click on **Volunteer** at the top



The screenshot displays the ECOLAB website interface. At the top left is the ECOLAB logo. The top navigation bar includes links for Home, Give, Volunteer, and Grant. A red arrow points to the 'Volunteer' link. On the right side of the navigation bar, there is a search bar with the text 'Search for an organization...' and a 'Search' button. The user's name 'Beth Sawicki' is visible in the top right corner. Below the navigation bar, the 'Volunteer' page is active. The left sidebar contains a menu with 'Company Initiatives', 'Projects', 'Groups', and 'Messages'. The main content area is titled 'Volunteer' and features a 'Log Hours' button. Below the title, there are navigation options: 'Home', 'Projects', and 'My Volunteering'. The main content is divided into two columns. The left column, titled 'I want to ...', contains three cards: 'Find a project' (Learn about and sign up for volunteer opportunities in your area.), 'Log My Volunteer Hours' (Track time spent on your volunteer activities.), and 'View My Volunteer Hours' (Every hour counts!). The right column, titled 'My Projects', contains a 'Find a project' link and the text 'Learn about and sign up for volunteer opportunities in your area.' The bottom left corner of the page features the ECOLAB logo.

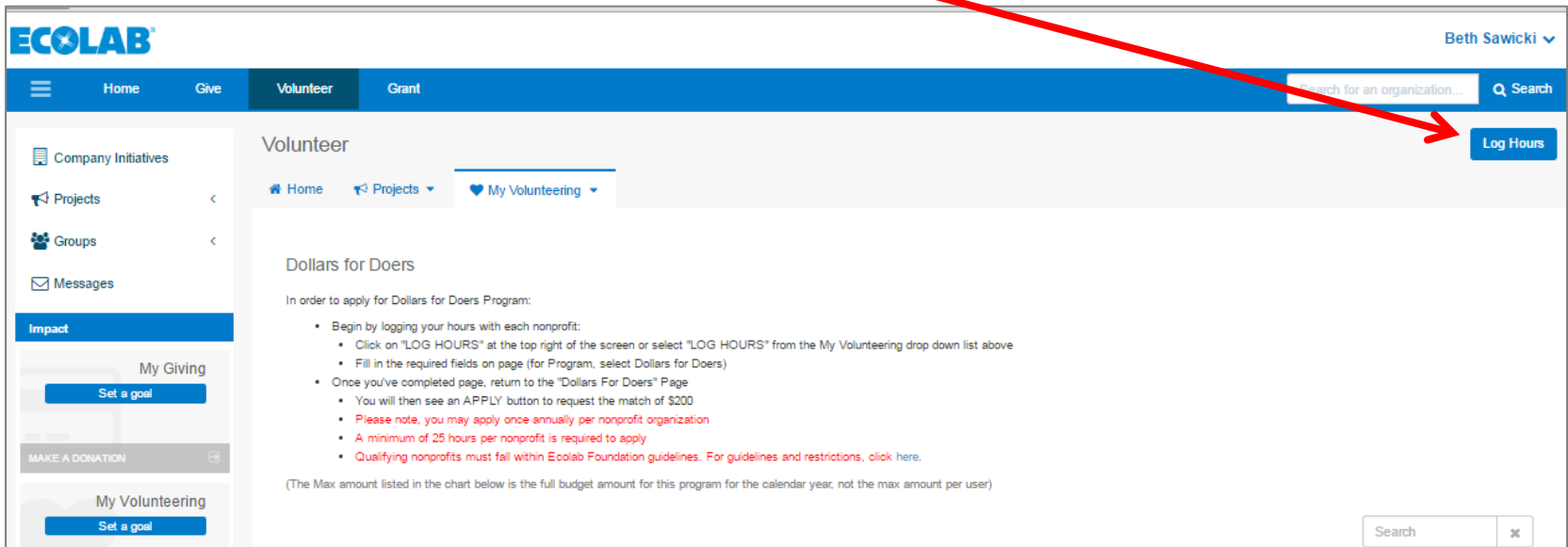
Dollars for Doers

- Click on **My Volunteering** drop down to see **Dollars for Doers**

The screenshot displays the ECOLAB volunteer portal interface. At the top, the navigation bar includes 'Home', 'Give', 'Volunteer', and 'Grant'. The 'Volunteer' tab is active. A search bar is located on the right. The main content area is titled 'Volunteer' and features a dropdown menu for 'My Volunteering'. A red arrow points to the 'Dollars for Doers' option in this menu. Other options in the menu include 'My Volunteering', 'My Volunteering History', 'Log Hours', 'Board Leadership', and 'Team Volunteer Programs'. The page also shows progress bars for 'My Giving' (\$62.51) and 'My Volunteering' (50.0h), along with sections for 'My Projects' and 'Featured Projects'.

Dollars for Doers

Next click on **Log Hours**



The screenshot shows the Ecolab website interface. At the top left is the ECOLAB logo. The top navigation bar includes 'Home', 'Give', 'Volunteer', and 'Grant'. On the right of the navigation bar, there is a search bar with the text 'Search for an organization...' and a 'Search' button. Below the navigation bar, the 'Volunteer' section is active, showing 'Home', 'Projects', and 'My Volunteering' options. A red arrow points from the text 'Next click on Log Hours' to a blue button labeled 'Log Hours' located in the top right corner of the main content area. The main content area displays the 'Dollars for Doers' program details, including instructions on how to apply and a list of requirements.

ECOLAB Beth Sawicki ▾

Home Give **Volunteer** Grant

Search for an organization... Search

Company Initiatives

Projects <

Groups <

Messages

Impact

My Giving

Set a goal

MAKE A DONATION

My Volunteering

Set a goal

Volunteer

Home Projects My Volunteering ▾

Dollars for Doers

In order to apply for Dollars for Doers Program:

- Begin by logging your hours with each nonprofit:
 - Click on "LOG HOURS" at the top right of the screen or select "LOG HOURS" from the My Volunteering drop down list above
 - Fill in the required fields on page (for Program, select Dollars for Doers)
- Once you've completed page, return to the "Dollars For Doers" Page
 - You will then see an APPLY button to request the match of \$200
 - **Please note, you may apply once annually per nonprofit organization**
 - **A minimum of 25 hours per nonprofit is required to apply**
 - **Qualifying nonprofits must fall within Ecolab Foundation guidelines. For guidelines and restrictions, click here.**

(The Max amount listed in the chart below is the full budget amount for this program for the calendar year, not the max amount per user)

Search ✕

Dollars for Doers

▲ This is the page you will see with these guidelines:

The screenshot displays the ECOLAB volunteer portal interface. On the left is a navigation sidebar with options: Home, Give, and Volunteer (selected). Below these are links for Company Initiatives, Projects, Groups, and Messages (with a 13 notification badge). An 'Impact' section shows 'My Giving' at \$62.51 (63% to goal of \$100.00) and 'My Volunteering' at 50.0h (50% to goal of 100.0h). The main content area is titled 'Volunteer' and contains a 'Log Hours' form. A callout box highlights the 'Log Hours' section with the following text:

Log Hours
STOP. READ THESE GUIDELINES!
For Dollars for Doers program:

- Track your personal volunteer hours towards a Dollars for Doers match.
- If you volunteer 25+ hours with a qualifying nonprofit organization, it may be eligible for a Dollars for Doers match of \$200.
- Click [here](#) for guidelines for qualifying organizations.
- After logging hours, go to **My Volunteering** and click on **Dollars for Doers** to see if your hours are eligible for a match (you will see an APPLY button).

The 'Log Hours' form in the screenshot includes a dropdown menu for 'Program' (set to 'Please Select...'), a section for 'Volunteer Hours & Date' with input fields for 'Hours Volunteered' and 'Date Volunteered', and a 'VOLUNTEER' button.

Dollars for Doers – Log Hours (Step One)

- ▲ Pick from the Program drop down: **Dollars for Doers Volunteer Program**
- ▲ For **Project** select **No Project/Other** (this is to log personal volunteer hours)
- ▲ Complete the required fields outlined in red
 - **Organization**
 - **Hours volunteered** (enter as you go along or once you reach 25+ hours)
 - **Date volunteered** (must be within the current calendar year; if you volunteered for date range, then just enter the date you are making the request)
- ▲ Feel free to Share Your Story about your volunteer experience!
- ▲ Then click **Log Personal Hours** to complete

Dollars for Doers – Apply for the Grant (Step Two)

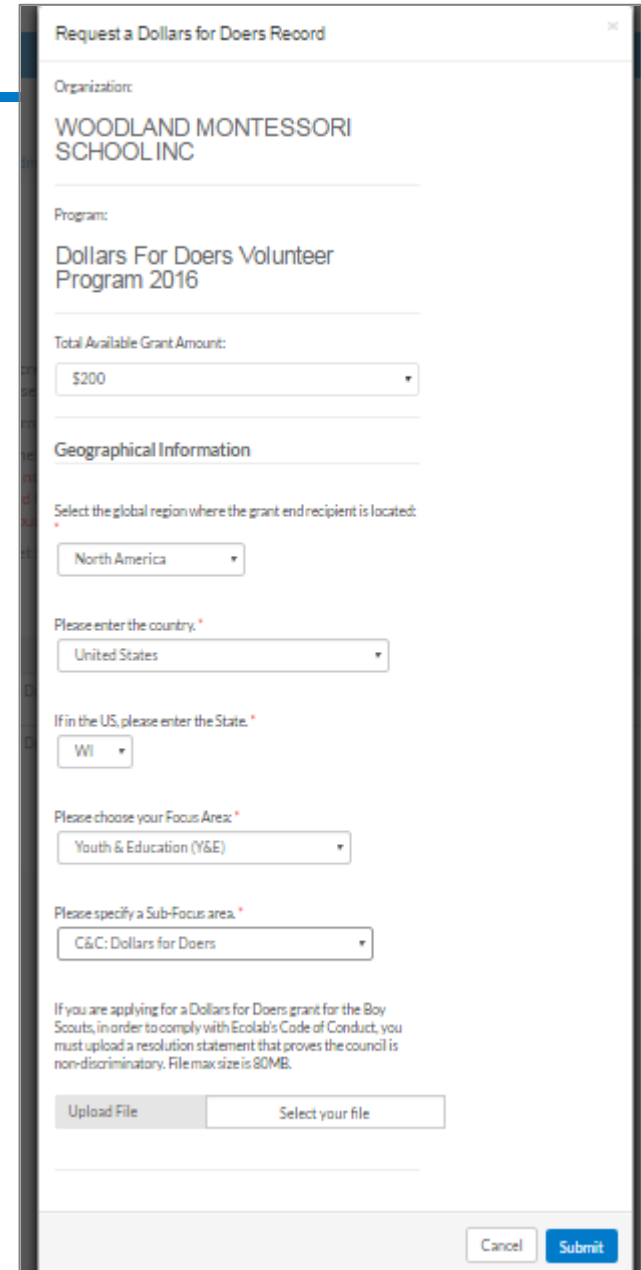
- Once the program criteria is met under Log Hours
 - Hover over **My Volunteering**, click on **Dollars for Doers**
 - If you have met the requirements, you will see an Apply button
 - Click on **Apply**

The screenshot shows the Ecolab volunteer portal interface. The user is logged in as Lisa Maloney-Vinz. The navigation bar includes Home, Give, Volunteer, and Grant. The 'Volunteer' section is active, and the 'My Volunteering' dropdown menu is open, showing options like My Volunteering, My Volunteering History, Log Hours, Dollars for Doers, Board Leadership, and Team Volunteer Programs. The 'Dollars for Doers' option is highlighted with a red arrow. Below the dropdown, instructions are provided for applying for the grant, including logging hours and filling out the required forms. A table lists available organizations and programs, with the 'Apply' button highlighted for the 'WOODLAND MONTESSORI SCHOOL INC' program. The table also shows the 'Grant Status' for each program, with a warning icon and message for 'CHEERFUL GIVERS' indicating that 25 more hours are required.

| Organization | Program | Available Hours | Amount / Max | Grant Status |
|--------------------------------|--|-----------------|-----------------|---------------------------|
| WOODLAND MONTESSORI SCHOOL INC | Dollars For Doers Volunteer Program 2016 | 25 | \$200 / \$38400 | Apply |
| CHEERFUL GIVERS | Dollars For Doers Volunteer Program 2016 | 0 | \$200 / \$38400 | ⚠️ 25 More Hours Required |

Dollars for Doers

- ▲ When filling out the form, complete all fields (as shown)
- ▲ For Sub-Focus Area, choose **C&C: Dollars for Doers**
- ▲ Click **SUBMIT** button



Request a Dollars for Doers Record

Organization:
WOODLAND MONTESSORI SCHOOL INC

Program:
Dollars For Doers Volunteer Program 2016

Total Available Grant Amount:
\$200

Geographical Information

Select the global region where the grant end recipient is located:
North America

Please enter the country:
United States

If in the US, please enter the State:
WI

Please choose your Focus Area:
Youth & Education (Y&E)

Please specify a Sub-Focus area:
C&C: Dollars for Doers

If you are applying for a Dollars for Doers grant for the Boy Scouts, in order to comply with Ecolab's Code of Conduct, you must upload a resolution statement that proves the council is non-discriminatory. File max size is 80MB.

Upload File Select your file

Cancel Submit

Dollars for Doers

- ▲ The grant amount will show on the **Dollars for Doers** page under the **Amount** column
- ▲ Please note, **YOU MAY ONLY APPLY ONCE PER YEAR PER ORGANIZATION.** *Ignore the Grant Status column.*

ECOLAB Lisa Maloney-Vinz

Home Give Volunteer Grant Search for an organization... Search

Company Initiatives
Projects
Groups
Messages 27

Impact

My Giving \$75.01
75% to goal \$10000
MAKE A DONATION

My Volunteering 143.0h
Goal met! 1000h
VOLUNTEER

Volunteer Log Hours

Home Projects My Volunteering Admin

Dollars for Doers
(Must be a U.S. employee to be eligible for this program)

To apply for Dollars for Doers Program:

- Begin by logging your hours with each nonprofit:
 - Click on "LOG HOURS" at the top right of the screen or select "LOG HOURS" from the My Volunteering drop down list above
 - Fill in the required fields on page (for Program, select Dollars for Doers)

Once you've completed 25 hours for an organization, return to the "Dollars For Doers" Page:

- You will then see an APPLY button to request the match of \$200
- Please note, you may apply ONCE annually per nonprofit organization (even if you keep logging hours at that organization)
- A minimum of 25 hours per nonprofit is required to apply
- Qualifying nonprofits must fall within Ecolab Foundation guidelines. For guidelines and restrictions, click here.

(The Max amount listed in the chart below is the full budget amount for this program for the calendar year, not the max amount per user)

Search x

| Organization | Program | Available Hours | Amount / Max | Grant Status |
|--------------------------------|--|-----------------|-----------------|---------------------------|
| WOODLAND MONTESSORI SCHOOL INC | Dollars For Doers Volunteer Program 2016 | 13 | \$200 / \$38400 | ⚠️ 12 More Hours Required |

Dollars for Doers

- ▲ Track the status of your requests
- ▲ Hover over your name, pull down to **History**
- ▲ Hover over **History**, pull down to **Volunteer Grants**

The screenshot shows the ECOLAB portal interface. The user's name 'LisaTest Maloney' is in the top right corner. A red arrow points to the 'History' option in the dropdown menu that appears when hovering over the name. Another red arrow points to the 'History' dropdown menu itself. Below the menu, a table displays the user's giving history.

| Recipient | Registration ID | Program | Status | Amount | Donation Type | Date |
|--|-----------------|--|-------------|----------|---------------|------------|
| WISCONSIN PUBLIC RADIO ASSOCIATION INC | 23-7363536 | Matching Gifts: Public Broadcasting 2018 | In Progress | \$25.00 | Matching Gift | 05/18/2018 |
| WISCONSIN PUBLIC RADIO ASSOCIATION INC | 23-7363536 | Matching Gifts: Public Broadcasting 2018 | Verified | \$306.00 | Office | 04/01/2018 |

Please note, an enhancement to site with a title update of this drop down to Volunteer Grants instead of Dollars for Doers.

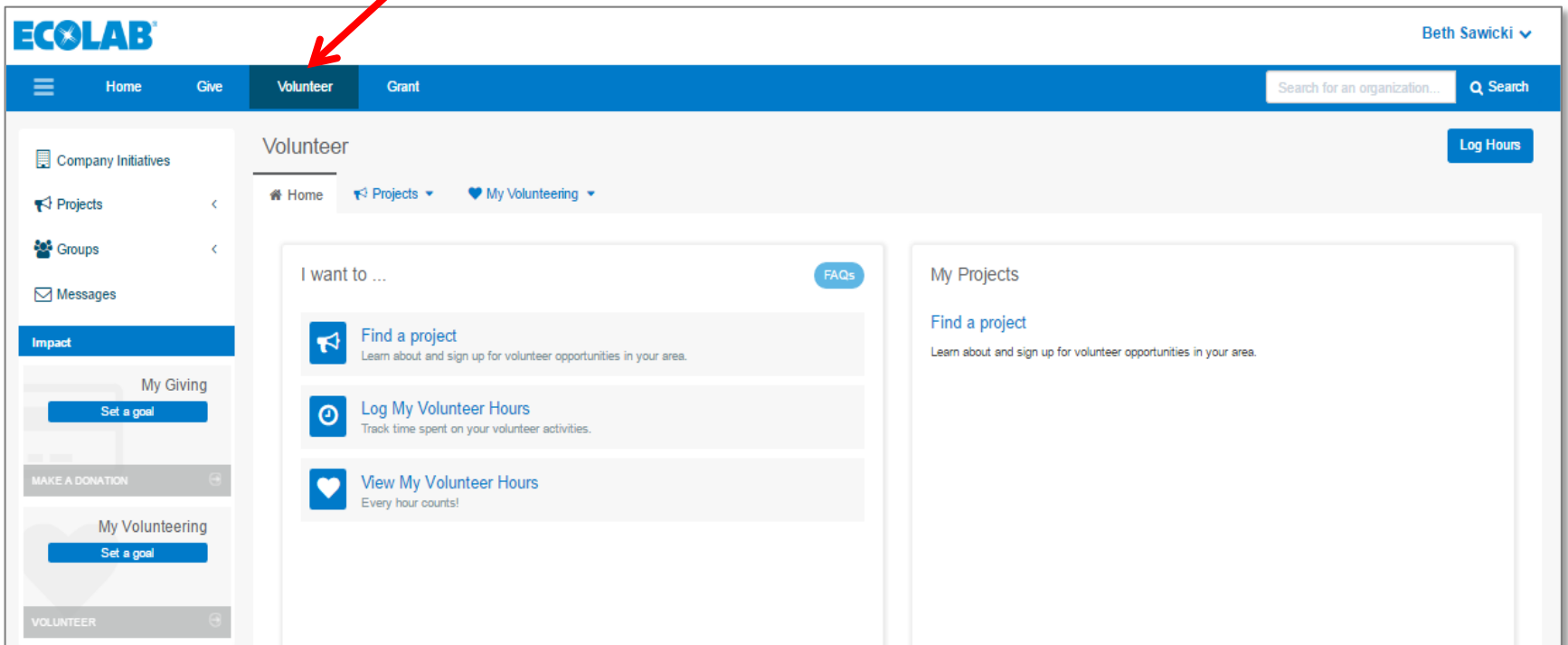
BOARD LEADERSHIP



Everywhere It Matters.™

Board Leadership

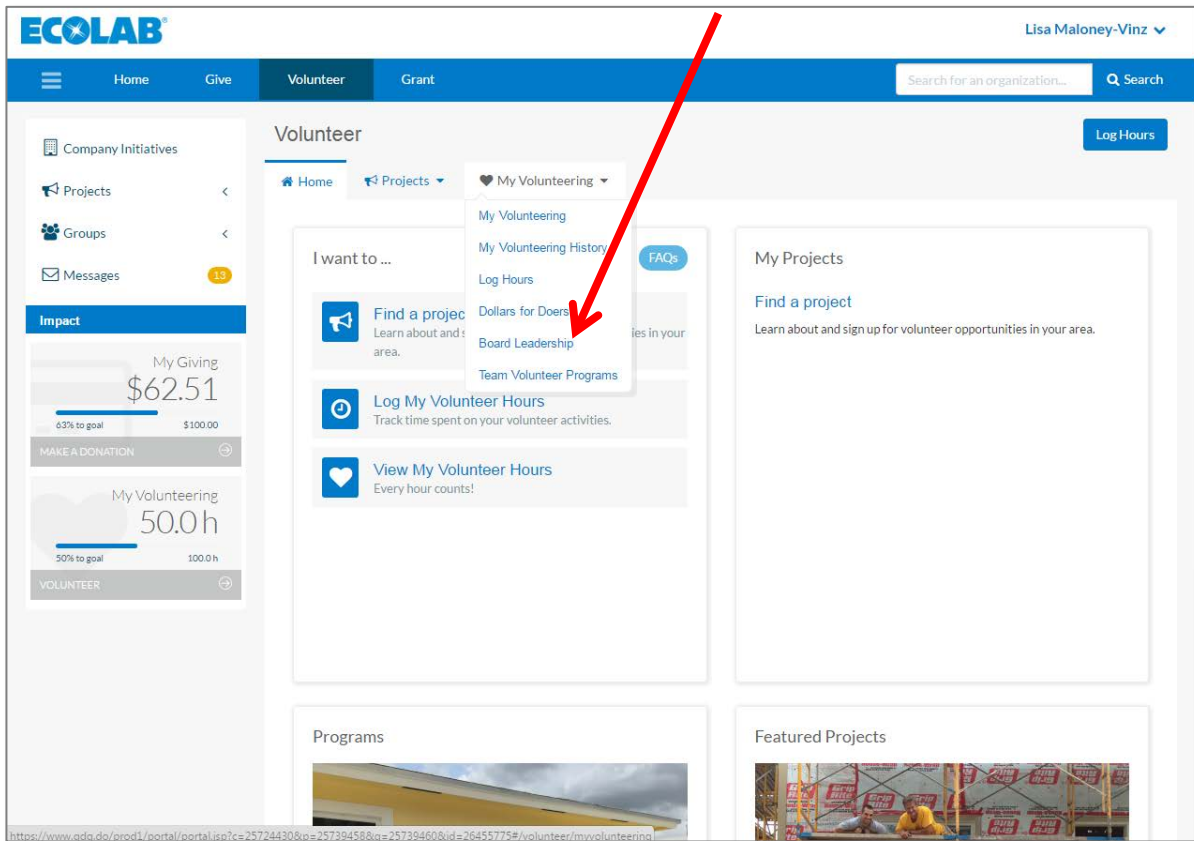
▲ Click on **Volunteer** at the top



The screenshot displays the ECOLAB website interface. At the top left is the ECOLAB logo. The top navigation bar includes links for Home, Give, Volunteer, and Grant. A red arrow points to the 'Volunteer' link. On the right side of the navigation bar, there is a search bar with the text 'Search for an organization...' and a 'Search' button. The user's name 'Beth Sawicki' is visible in the top right corner. Below the navigation bar, the 'Volunteer' page is active. The left sidebar contains a menu with 'Company Initiatives', 'Projects', 'Groups', and 'Messages'. The main content area is titled 'Volunteer' and features a 'Log Hours' button. Below the title, there are navigation options: 'Home', 'Projects', and 'My Volunteering'. The main content is divided into two columns. The left column, titled 'I want to ...', contains three cards: 'Find a project' (Learn about and sign up for volunteer opportunities in your area.), 'Log My Volunteer Hours' (Track time spent on your volunteer activities.), and 'View My Volunteer Hours' (Every hour counts!). The right column, titled 'My Projects', contains a 'Find a project' link with the text 'Learn about and sign up for volunteer opportunities in your area.'

Board Leadership

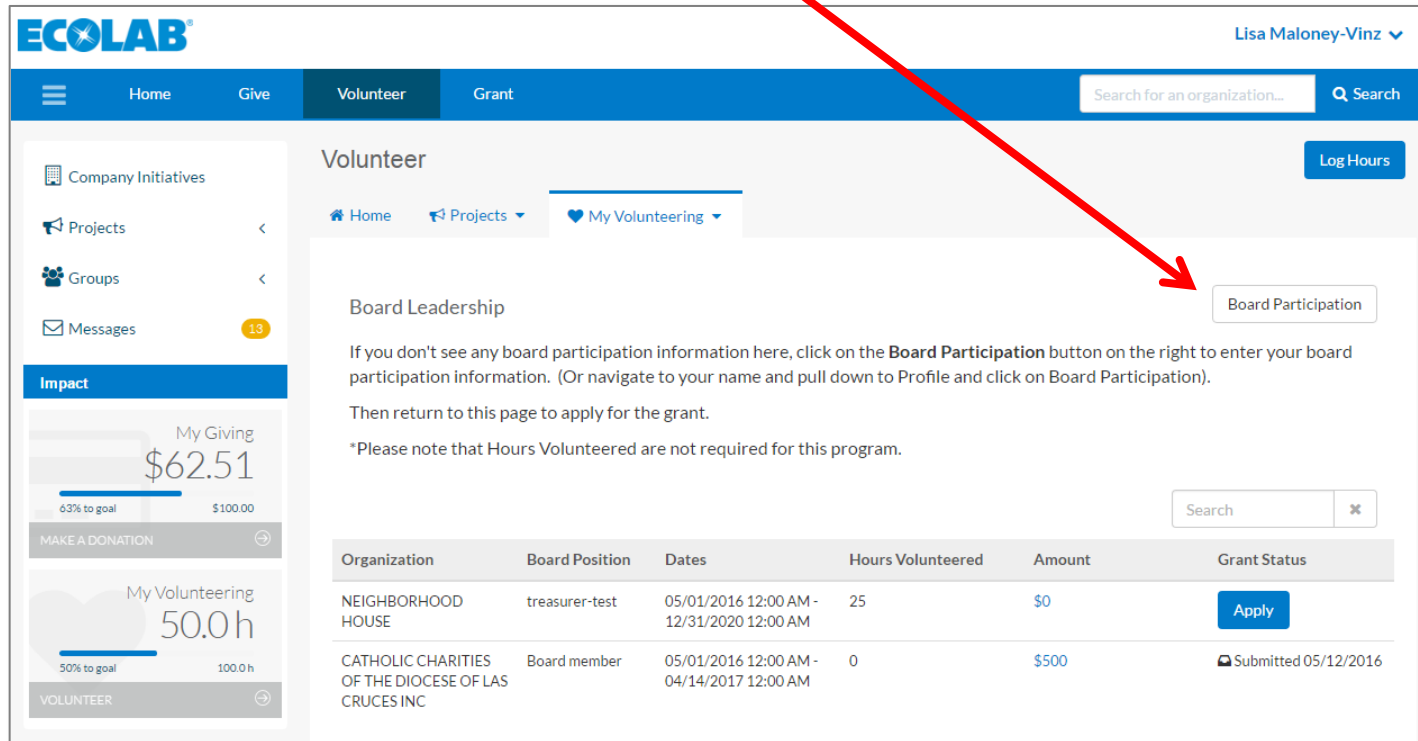
- Click on **My Volunteering** drop down to see **Board Leadership** program



The screenshot displays the ECOLAB volunteer portal interface. At the top, the ECOLAB logo is on the left, and the user name 'Lisa Maloney-Vinz' is on the right. Below the logo is a navigation bar with 'Home', 'Give', 'Volunteer', and 'Grant' tabs. A search bar is located on the right side of the navigation bar. The main content area is titled 'Volunteer' and features a left sidebar with 'Company Initiatives', 'Projects', 'Groups', and 'Messages'. The main content area includes a 'Volunteer' section with a dropdown menu for 'My Volunteering' that is open, showing options like 'My Volunteering', 'My Volunteering History', 'Log Hours', 'Dollars for Doers', 'Board Leadership', and 'Team Volunteer Programs'. A red arrow points to the 'Board Leadership' option. Below the dropdown menu are sections for 'I want to ...' with options like 'Find a project', 'Log My Volunteer Hours', and 'View My Volunteer Hours'. There are also sections for 'My Projects' and 'Featured Projects'.

Board Leadership

▲ Click on **Board Participation** to enter your board information



The screenshot shows the ECOLAB volunteer portal interface. The user is logged in as Lisa Maloney-Vinz. The main navigation bar includes Home, Give, Volunteer, and Grant. The Volunteer section is active, and the user is viewing their My Volunteering page. A red arrow points to the 'Board Participation' button in the top right corner of the main content area.

Board Leadership

If you don't see any board participation information here, click on the **Board Participation** button on the right to enter your board participation information. (Or navigate to your name and pull down to Profile and click on Board Participation).

Then return to this page to apply for the grant.

*Please note that Hours Volunteered are not required for this program.

| Organization | Board Position | Dates | Hours Volunteered | Amount | Grant Status |
|---|----------------|---|-------------------|--------|-----------------------|
| NEIGHBORHOOD HOUSE | treasurer-test | 05/01/2016 12:00 AM - 12/31/2020 12:00 AM | 25 | \$0 | Apply |
| CATHOLIC CHARITIES OF THE DIOCESE OF LAS CRUCES INC | Board member | 05/01/2016 12:00 AM - 04/14/2017 12:00 AM | 0 | \$500 | Submitted 05/12/2016 |

Board Leadership

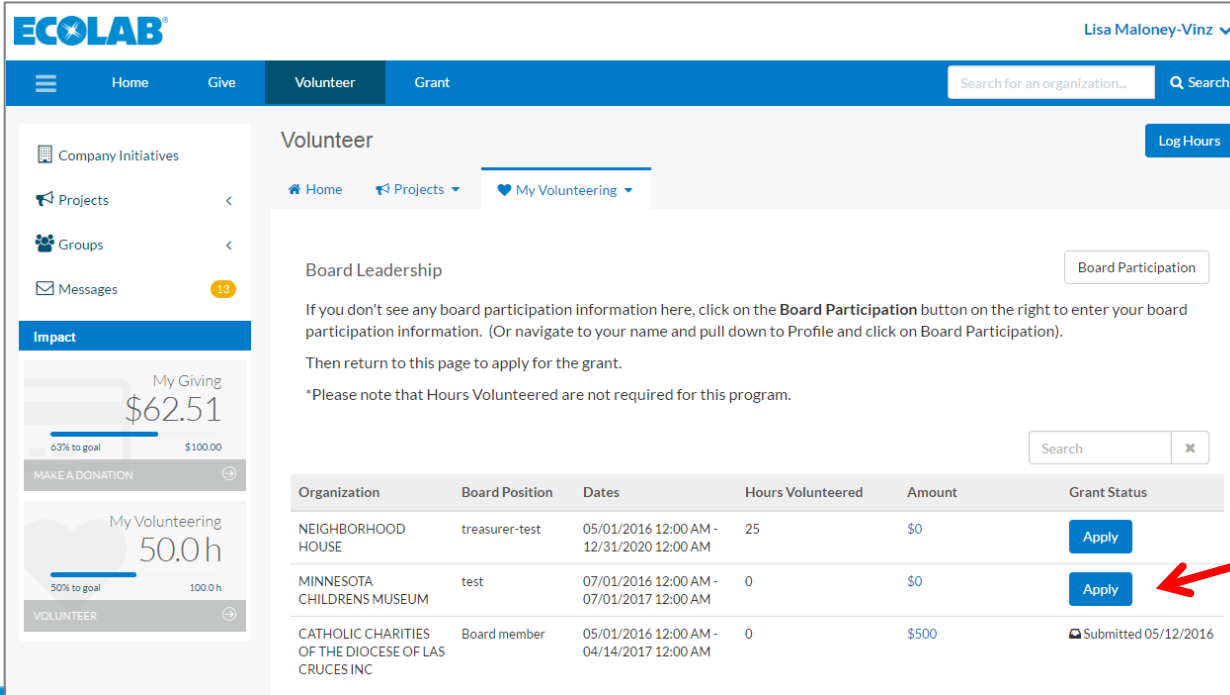
- ▲ On the **Board Participation** page, click on **Add New** and complete the required information

The screenshot displays the ECOLAB user interface. The top navigation bar includes 'Home', 'Give', 'Volunteer', and 'Grant'. The user's name, 'Lisa Maloney-Vinz', is visible in the top right. A search bar is located in the top right corner. The left sidebar contains navigation options: 'Company Initiatives', 'Projects', 'Groups', 'Messages', and 'Impact'. The 'Impact' section shows 'My Giving' at \$75.01 (75% to goal of \$100.00) and 'My Volunteering' at 88.0h (88% to goal of 100.0h). The main content area is titled 'Profile' and includes tabs for 'Account Settings', 'History', 'Goals', 'Groups', 'Payroll Deductions', and 'Board Participation'. The 'Board Participation' tab is active, showing instructions: 'Before applying for a Board Leadership grant, you must add your current board participation details. Click **Add New** to start the process. After you add your board participation information, click on **Volunteer / My Volunteering / Board Leadership** to apply for the grant.' A red arrow points to the 'Add New' button. Below the instructions is a search bar and a table of board participation records.

| Organization | Board Position | Dates |
|---|----------------|---|
| NEIGHBORHOOD HOUSE | treasurer-test | 05/01/2016 12:00 AM - 12/31/2020 12:00 AM |
| MINNESOTA CHILDRENS MUSEUM | test | 07/01/2016 12:00 AM - 07/01/2017 12:00 AM |
| CATHOLIC CHARITIES OF THE DIOCESE OF LAS CRUCES INC | Board member | 05/01/2016 12:00 AM - 04/14/2017 12:00 AM |

Board Leadership

- After you click **Save**, click **Volunteer** at the top of the page, then hover over **My Volunteering** drop down and click on **Board Leadership**
- Now you will see your board participation listed and you can click on **Apply** to request the grant



The screenshot shows the ECOLAB volunteer portal interface. The user is logged in as Lisa Maloney-Vinz. The main navigation bar includes Home, Give, Volunteer, and Grant. The 'Volunteer' section is active, and the 'My Volunteering' dropdown menu is open, highlighting 'Board Leadership'. Below this, there is a 'Board Participation' button and a text block explaining that users can click on the 'Board Participation' button to enter their board participation information. A table lists three organizations with their respective board positions, dates, hours volunteered, and grant amounts. The 'Apply' button for the Minnesota Children's Museum is highlighted with a red arrow.

| Organization | Board Position | Dates | Hours Volunteered | Amount | Grant Status |
|---|----------------|---|-------------------|--------|-----------------------|
| NEIGHBORHOOD HOUSE | treasurer-test | 05/01/2016 12:00 AM - 12/31/2020 12:00 AM | 25 | \$0 | Apply |
| MINNESOTA CHILDRENS MUSEUM | test | 07/01/2016 12:00 AM - 07/01/2017 12:00 AM | 0 | \$0 | Apply |
| CATHOLIC CHARITIES OF THE DIOCESE OF LAS CRUCES INC | Board member | 05/01/2016 12:00 AM - 04/14/2017 12:00 AM | 0 | \$500 | Submitted 05/12/2016 |

Board Leadership

- ▲ When filling out the form, complete all fields (as shown)
- ▲ For Sub-Focus Area, choose **C&C: Board Leadership**
- ▲ Click **SUBMIT** button
- ▲ The grant amount will show on the Board Leadership page

NEIGHBORHOOD HOUSE

Program:

Board Leadership 2016

Total Available Grant Amount:

\$500

Geographical Information

Select the global region where the grant end recipient is located:

North America

Please enter the country:

United States

If in the US, please enter the State:

MN

Please choose your Focus Area:

Civic & Community Development (C&C)

For Focus Area, please choose Civic & Community Development

Please specify a Sub-Focus area:

C&C: Board Leadership

For Sub-Focus Area, please choose C&C: Board Leadership

Cancel Submit

Board Leadership

- ▲ After you hit **Submit** you will see confirmation messages at the bottom right
- ▲ Grants will be processed by Good Done Great, our vendor partner

The screenshot displays the ECOLAB volunteer portal interface. The user is logged in as Lisa Maloney-Vinz. The navigation menu includes Home, Give, Volunteer, and Grant. The main content area is titled 'Volunteer' and shows a 'Board Leadership' section. A 'Board Participation' button is visible. Below the button, there is instructional text and a note: '*Please note that Hours Volunteered are not required for this program.' A table lists board positions for three organizations: NEIGHBORHOOD HOUSE, MINNESOTA CHILDRENS MUSEUM, and CATHOLIC CHARITIES OF THE DIOCESE OF LAS CRUCES INC. The table columns are Organization, Board Position, Dates, Hours Volunteered, Amount, and Grant Status. A green confirmation message at the bottom right states 'Board Leadership record created successfully.' and a blue message below it says 'Creating your Board Leadership record...'

ECOLAB® Lisa Maloney-Vinz

Home Give Volunteer Grant Search for an organization... Search

Company Initiatives
Projects
Groups
Messages 13

Impact

My Giving \$62.51
63% to goal \$100.00
MAKE A DONATION

My Volunteering 50.0 h
50% to goal 100.0 h
VOLUNTEER

Volunteer Log Hours

Board Leadership Board Participation

If you don't see any board participation information here, click on the **Board Participation** button on the right to enter your board participation information. (Or navigate to your name and pull down to Profile and click on Board Participation).
Then return to this page to apply for the grant.

*Please note that Hours Volunteered are not required for this program.

Search ✕

| Organization | Board Position | Dates | Hours Volunteered | Amount | Grant Status |
|---|----------------|---|-------------------|--------|----------------------|
| NEIGHBORHOOD HOUSE | treasurer-test | 05/01/2016 12:00 AM - 12/31/2020 12:00 AM | 25 | \$0 | Apply |
| MINNESOTA CHILDRENS MUSEUM | test | 07/01/2016 12:00 AM - 07/01/2017 12:00 AM | 0 | \$500 | Submitted 07/08/2016 |
| CATHOLIC CHARITIES OF THE DIOCESE OF LAS CRUCES INC | Board member | 05/01/2016 12:00 AM - 04/14/2017 12:00 AM | 0 | \$500 | Submitted 05/12/2016 |

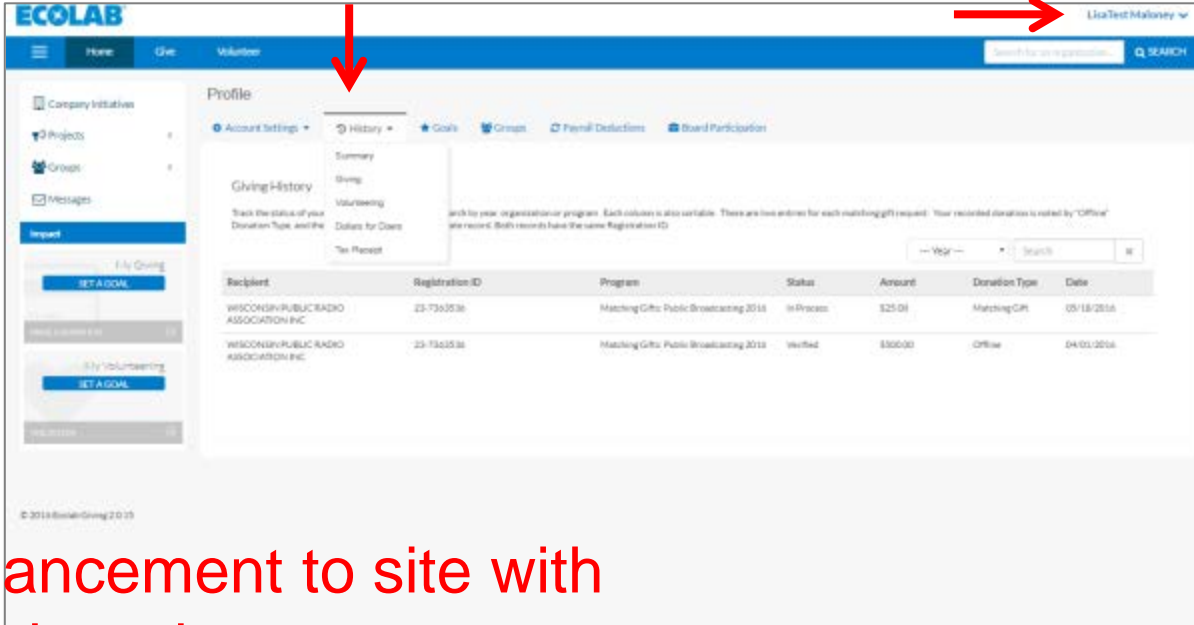
© 2016 Ecolab Giving 2.0.19

Board Leadership record created successfully.

Creating your Board Leadership record...

Board Leadership

- ▲ Track the status of your requests
- ▲ Hover over your name, pull down to **History**
- ▲ Hover over **History**, pull down to **Volunteer Grants**



The screenshot shows the ECOLAB user interface. At the top right, the user's name 'LisaTest Maloney' is visible with a dropdown arrow. A red arrow points to this dropdown menu. Below the name, a 'History' dropdown menu is open, showing options: Summary, Giving, Volunteering, Dollars for Doers, and To Request. A second red arrow points to the 'History' dropdown menu. Below the menu, a table displays donation records. The table has columns: Recipient, Registration ID, Program, Status, Amount, Donation Type, and Date. Two records are shown for 'WISCONSIN PUBLIC RADIO ASSOCIATION INC'.

| Recipient | Registration ID | Program | Status | Amount | Donation Type | Date |
|--|-----------------|--|-------------|----------|---------------|------------|
| WISCONSIN PUBLIC RADIO ASSOCIATION INC | 23-7363536 | Matching Gifts: Public Broadcasting 2018 | In Progress | \$25.00 | Matching Gift | 05/18/2018 |
| WISCONSIN PUBLIC RADIO ASSOCIATION INC | 23-7363536 | Matching Gifts: Public Broadcasting 2018 | Verified | \$300.00 | Offline | 04/01/2018 |

Please note, an enhancement to site with a title update of this drop down to Volunteer Grants instead of Dollars for Doers.

VOLUNTEER PROGRAMS

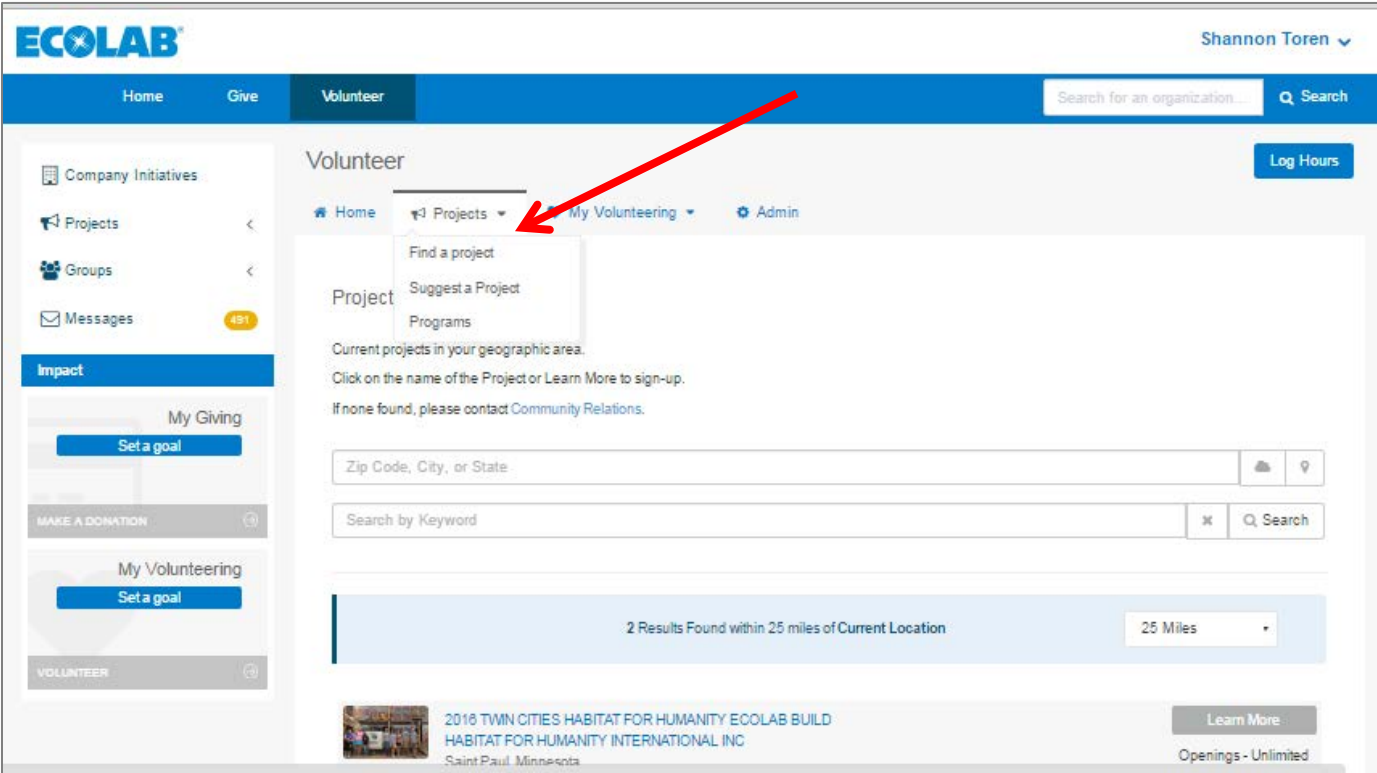


Everywhere It Matters.™

Volunteer/Projects/Find a Project

To find any projects featured in your geographic area:

- ▲ Click on **Volunteer**
- ▲ From the **Projects** drop down menu, select **Find a project**

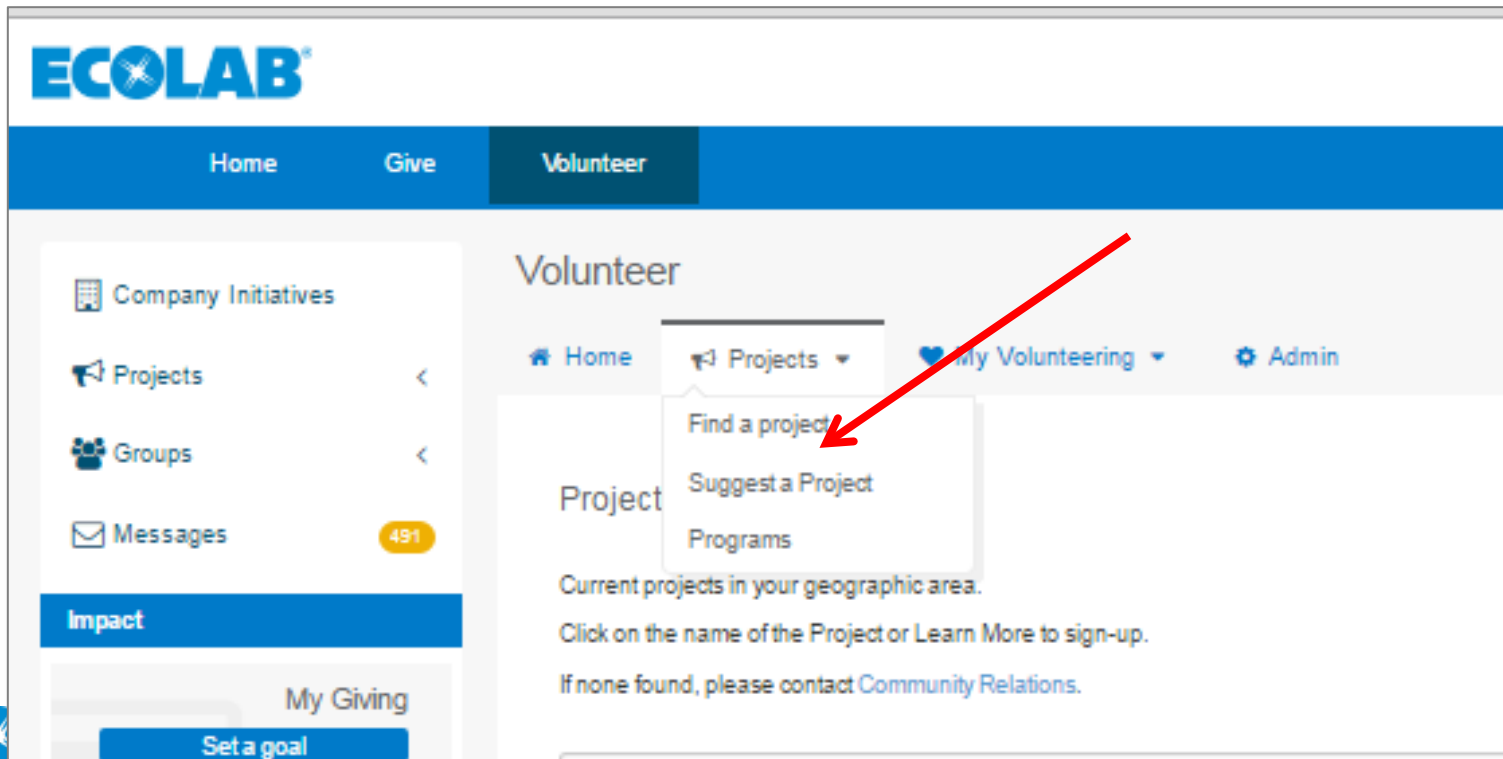


The screenshot displays the ECOLAB volunteer portal interface. The top navigation bar includes 'Home', 'Give', and 'Volunteer' (the active tab). A search bar is located in the top right corner. The left sidebar contains navigation options: 'Company Initiatives', 'Projects', 'Groups', and 'Messages'. The main content area is titled 'Volunteer' and features a dropdown menu for 'Projects'. A red arrow points to the 'Find a project' option in this menu. Below the menu, there are search filters for 'Zip Code, City, or State' and 'Search by Keyword'. The results section shows '2 Results Found within 25 miles of Current Location' and lists a project: '2018 TWIN CITIES HABITAT FOR HUMANITY ECOLAB BUILD HABITAT FOR HUMANITY INTERNATIONAL INC Saint Paul, Minnesota' with a 'Learn More' button and 'Openings - Unlimited'.

Volunteer/Projects

Ecolab has established partnerships with several charities including Habitat for Humanity, Boys and Girls Clubs, The Nature Conservancy, and Second Harvest Heartland.

- ▲ To coordinate a project :
 - Click on **Volunteer**
 - From the **Projects** drop down menu, select **Suggest a Project**



The screenshot shows the Ecolab website interface. At the top left is the ECOLAB logo. Below it is a navigation bar with 'Home', 'Give', and 'Volunteer' (the active tab). On the left side, there is a sidebar with 'Company Initiatives', 'Projects', 'Groups', and 'Messages' (with a '491' notification badge). Below the sidebar is an 'Impact' section and a 'My Giving' section with a 'Set a goal' button. The main content area is titled 'Volunteer' and contains a sub-navigation bar with 'Home', 'Projects' (with a dropdown arrow), 'My Volunteering', and 'Admin'. The 'Projects' dropdown menu is open, showing options: 'Find a project', 'Suggest a Project', and 'Programs'. A red arrow points to the 'Suggest a Project' option. Below the dropdown, there is text: 'Project', 'Current projects in your geographic area.', 'Click on the name of the Project or Learn More to sign-up.', and 'If none found, please contact Community Relations.'

The screenshot shows the Ecolab Volunteer portal interface. At the top, there is a navigation bar with 'Home', 'Give', and 'Volunteer' tabs. The 'Volunteer' tab is active. Below the navigation bar, there is a sidebar with navigation options: 'Company Initiatives', 'Projects', 'Groups', and 'Messages' (with a '419' notification badge). The main content area is titled 'Volunteer' and has sub-navigation for 'Home', 'Projects', 'My Volunteering', and 'Admin'. The 'Suggest Project' section is the focus, with instructions to select a program from a dropdown menu. The dropdown menu is open, showing a list of project options. The 'Suggest a Project for My Group/Team (approval required/no grant)' option is highlighted. Below the dropdown, there are input fields for 'Project Info', 'Organization Selection', and 'Project Date & Location'. The 'Organization Selection' field has a search box with the placeholder text 'Search by name, location, EIN, or NCES' and a search icon.

From the Program dropdown menu, select “Suggest a Project for My Group/Team”

Volunteer Project – Complete Online Form

▲ Complete the online form

Please note:

- **Sponsor/Partnering Organization** pulls from a database of IRS verified charities
- **Location** pulls from Google Maps
- If you see the **Team Volunteer Project** box, **check it**

▲ Once complete, click on blue **Create Project** button

You'll receive an email stating:
Project Suggestion Received.

Ecolab Community Relations will approve based on alignment with Ecolab Foundation guidelines and parameters

A screenshot of a web form titled "Project Info". The form contains several input fields and checkboxes. A black callout box with white text is overlaid on the form, containing the instruction: "If volunteers will work as a team for this project, with a goal of earning a Team Volunteer Program grant for the associated organization, check the following checkbox." A red arrow points from the text "check it" in the instructions to the "Team Volunteer Project" checkbox, which is checked. Another red arrow points from the text "check the following checkbox" to the same checkbox. A third red arrow points from the text "check it" to the "Sponsor/Partnering Organization" input field. A fourth red arrow points from the text "click on blue Create Project button" to the "Create Project" button at the bottom of the form. The form fields include: "Name of the volunteer project", "What will the volunteers do, who will be served, etc?", "Team Volunteer Project" (checked), "Sponsor/Partnering Organization", "Project Date & Location" section with "Start Date & Time", "End Date & Time", "Project Is Ongoing", "Sign-Up Deadline", "Virtual Project", and "Street, City, State and Zip".

Volunteer Project

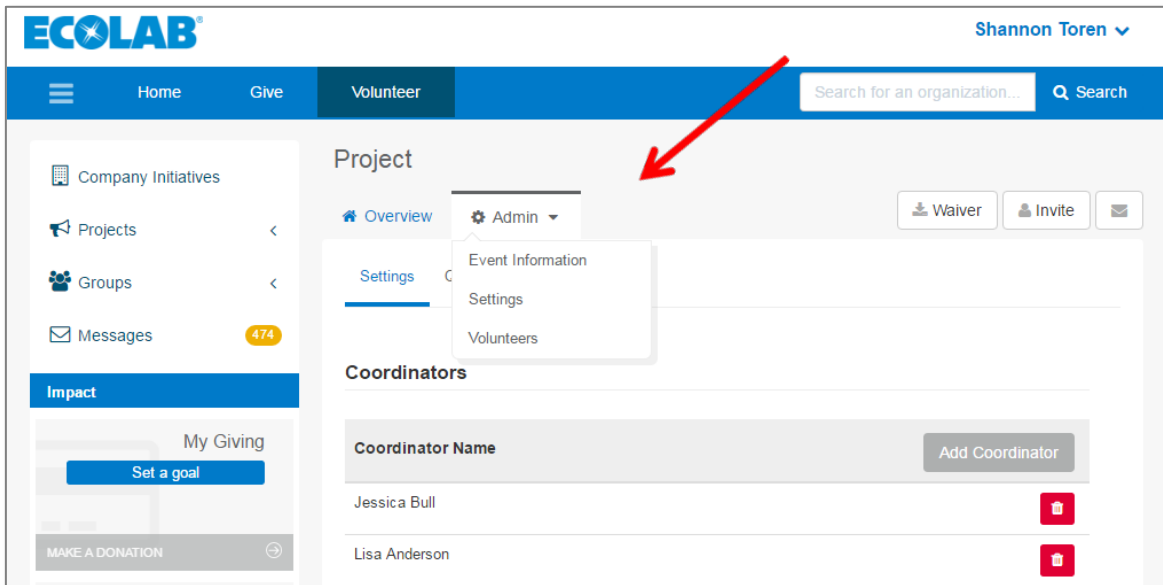
Next steps

- ▲ If the project aligns with the Ecolab Foundation guidelines and parameters, you will receive an email stating the project has been **approved**
- ▲ Go back into site
 - Click on **Volunteer**
 - Click back into **project** you created

The screenshot displays the Ecolab website's Volunteer interface. The top navigation bar includes 'Home', 'Give', 'Volunteer', and 'Grant'. The 'Volunteer' tab is active, indicated by a red arrow. Below the navigation, the 'Projects' dropdown menu is open, and a red arrow points to the 'Projects' option. The main content area shows a list of projects, with one project titled 'Test PW project for Lisa at fake school' highlighted. The left sidebar shows 'My Giving' at \$75.01 (75% to goal) and 'My Volunteering' at 88.0h (88% to goal).

Volunteer/Admin Tab

- ▲ A new tab will appear called **Admin**
 - Under Admin you can update
 - **Event Information**
 - **Settings**
 - **Volunteers**



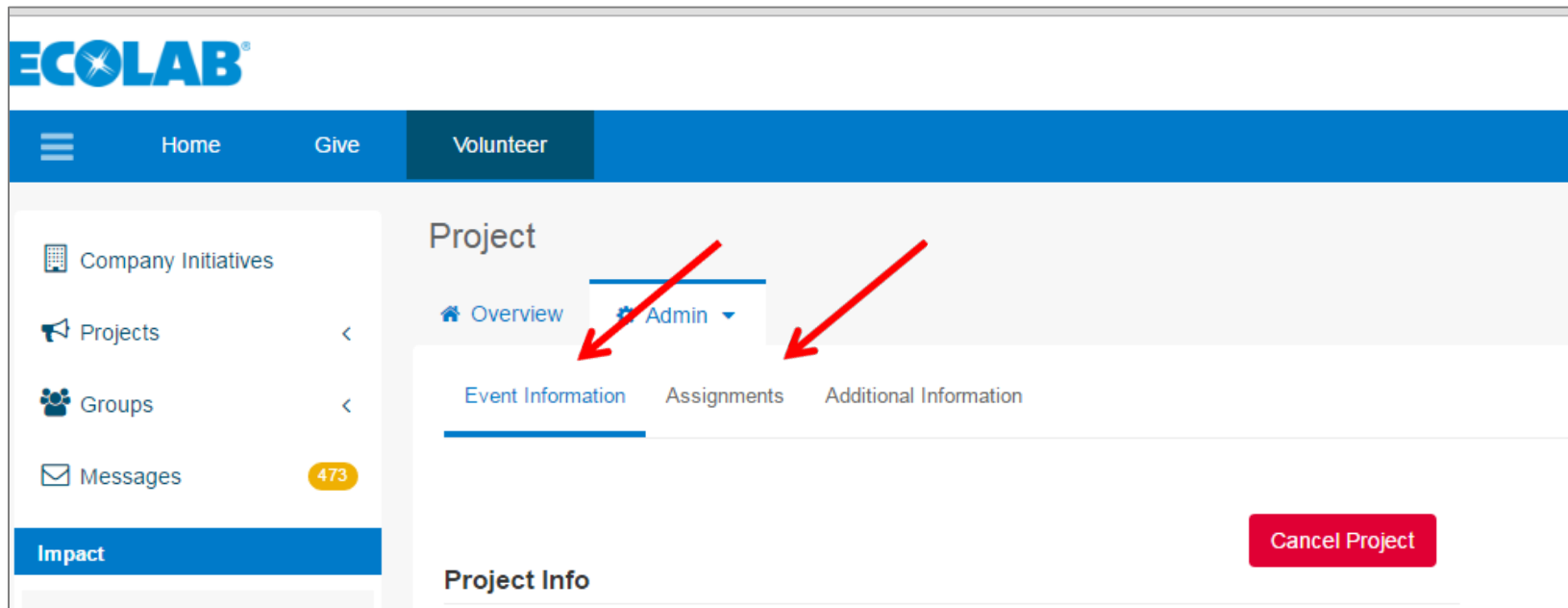
Volunteer/Admin Tab/Event Information

Admin/Event Information Tab

- Confirm project details or make any adjustments

Admin/Assignments Tab

- Add additional time slots to original project (if needed)

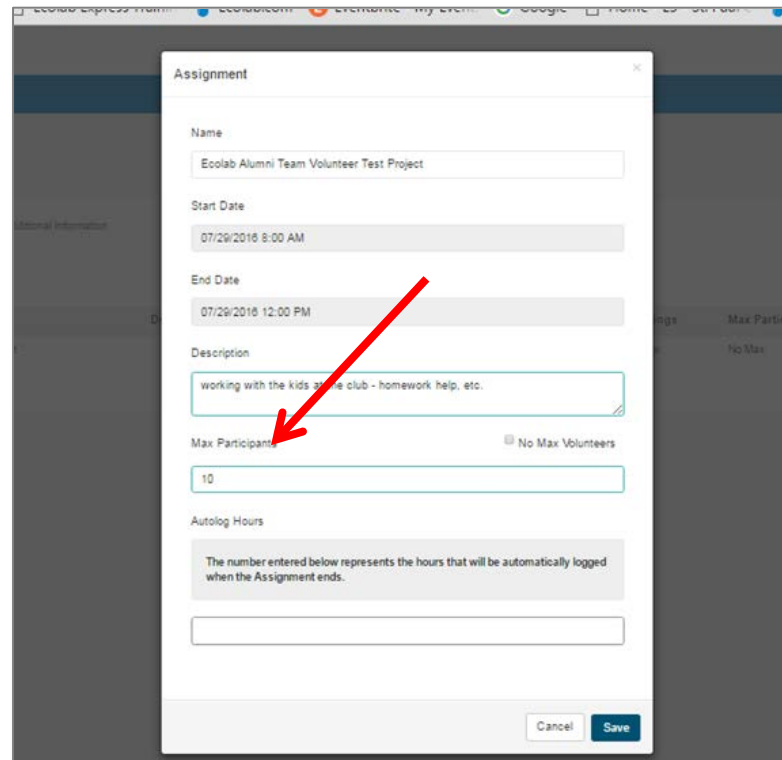
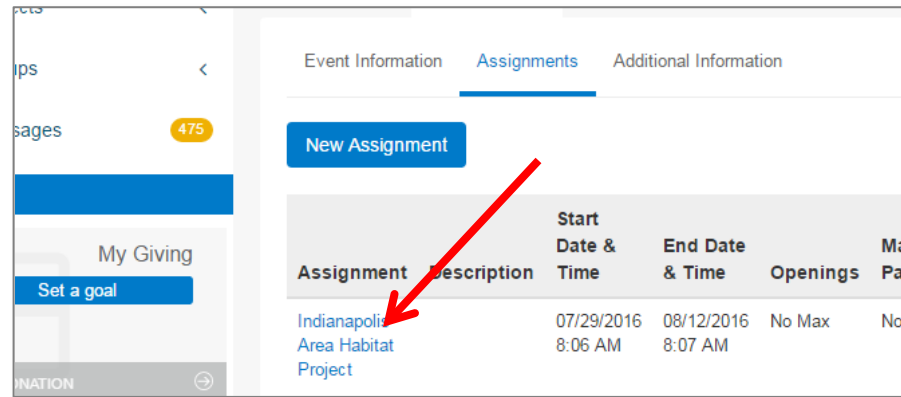


The screenshot displays the ECOLAB Volunteer Admin interface. The top navigation bar includes 'Home', 'Give', and 'Volunteer'. The left sidebar contains 'Company Initiatives', 'Projects', 'Groups', 'Messages' (with a 473 notification badge), and 'Impact'. The main content area is titled 'Project' and features a sub-navigation bar with 'Overview', 'Admin', 'Event Information', 'Assignments', and 'Additional Information'. Two red arrows point to the 'Admin' and 'Event Information' tabs. A 'Cancel Project' button is visible in the bottom right corner.

Volunteer/Admin/Event Information Tab/Assignments

Click on the **Assignment** to open and edit

- Add maximum amount of participants (if needed)



Volunteer/Admin/Settings Tab

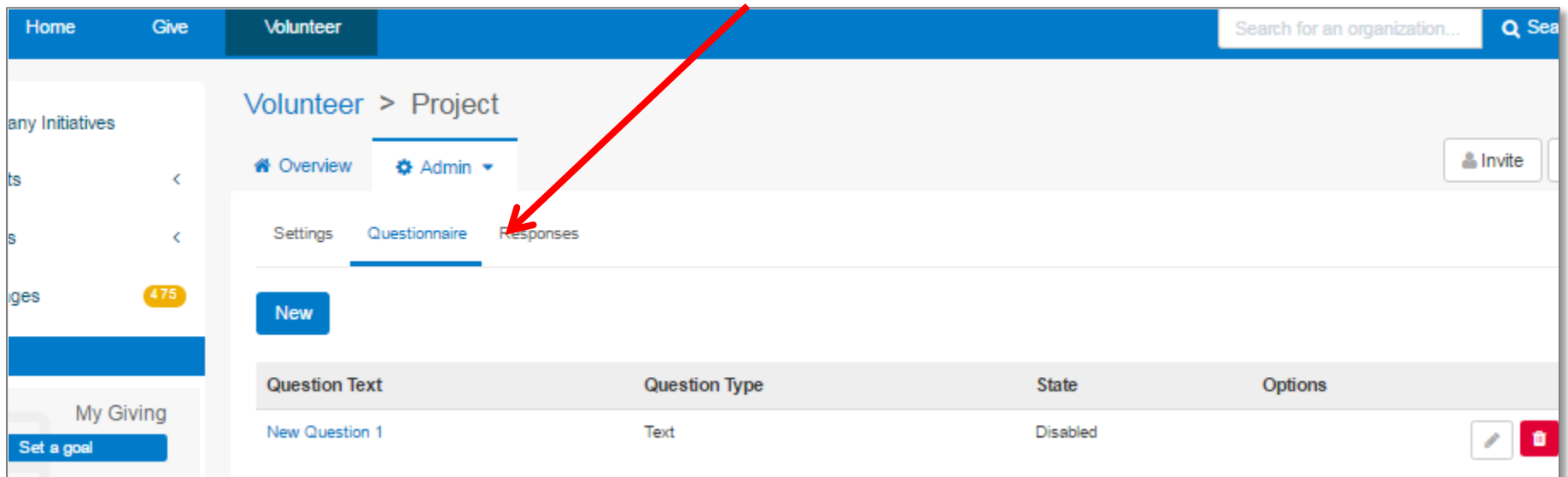
Admin/Settings Tab

- Add another coordinator
- Set age requirements
- Attach a waiver
- Auto register volunteers



The screenshot displays the 'Volunteer > Project' admin interface. The 'Settings' tab is selected and highlighted with a red arrow. The interface includes a navigation menu on the left with a '475' notification badge. The main content area is divided into three sections: 'Coordinators', 'Guest', and 'Other Settings'. The 'Coordinators' section has a text input field for 'Coordinator Name' with the value 'Shannon Toren' and an 'Add Coordinator' button. The 'Guest' section has a checkbox for 'Do Not Allow Friends & Family' and a dropdown for 'Required Minimum Age of' set to 'No Age Restriction'. The 'Other Settings' section has checkboxes for 'Attach a waiver or release form', 'Auto Register Invitees', and 'Disable Waitlist'. A 'Save' button is located at the bottom right.

Volunteer/Admin/Settings/Questionnaire Tab

- ▲ Admin/Settings/Questionnaire Tab
 - Click on **New** and create questions
 - T-shirts needed
 - i.e. “If you need an Ecolab Volunteer t-shirt, please indicate size and Ecolab mailing address
 - Dietary restrictions
- ▲ Admin/Settings/Responses Tab
 - Will display and allow export of responses to CSV file

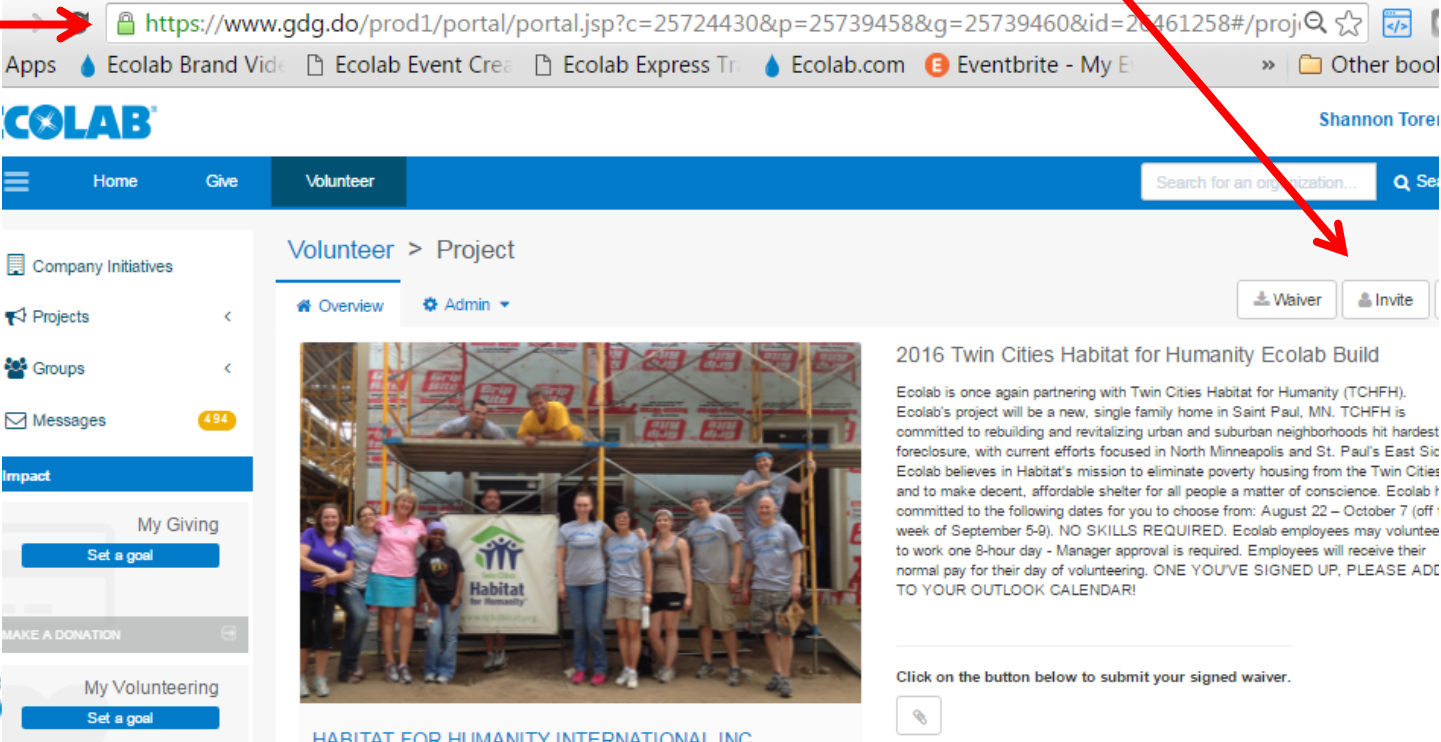


The screenshot shows the Ecolab Volunteer Admin interface. The top navigation bar includes 'Home', 'Give', and 'Volunteer'. A search bar is on the right. The main content area is titled 'Volunteer > Project' and has tabs for 'Overview', 'Admin', 'Settings', 'Questionnaire', and 'Responses'. A red arrow points to the 'Responses' tab. Below the tabs is a 'New' button and a table with columns: 'Question Text', 'Question Type', 'State', and 'Options'. The table contains one row: 'New Question 1', 'Text', 'Disabled', and an edit/delete icon.

| Question Text | Question Type | State | Options |
|----------------|---------------|----------|---|
| New Question 1 | Text | Disabled |   |

Invite Others

- ▲ Copy and paste the Ecolab Giving Site **Volunteer Project URL** using your personal email to invite others **OR**
- ▲ Use the **Invite** button on the site and follow prompts
 - Please note emails will be sent from “Ecolab Giving” email address



The screenshot shows a web browser displaying the Ecolab Giving Site. The address bar shows the URL: <https://www.gdg.do/prod1/portal/portal.jsp?c=25724430&p=25739458&g=25739460&id=26461258#/proj>. The page header includes the ECOLAB logo and the user name Shannon Torel. The navigation menu has Home, Give, and Volunteer tabs. The Volunteer tab is active, showing a search bar and a search button. The main content area is titled "Volunteer > Project" and includes tabs for Overview and Admin. A red arrow points to the "Invite" button in the top right corner. Below the navigation is a photo of a group of people at a Habitat for Humanity build site. To the right of the photo is the text: "2016 Twin Cities Habitat for Humanity Ecolab Build". Below the photo and text is a button labeled "Click on the button below to submit your signed waiver." and a small icon of a document with a pencil.

Home Give Volunteer Search for an organization... Search

Volunteer > Project Overview Admin

Waiver Invite

2016 Twin Cities Habitat for Humanity Ecolab Build

Ecolab is once again partnering with Twin Cities Habitat for Humanity (TCHFH). Ecolab's project will be a new, single family home in Saint Paul, MN. TCHFH is committed to rebuilding and revitalizing urban and suburban neighborhoods hit hardest foreclosure, with current efforts focused in North Minneapolis and St. Paul's East Six Ecolab believes in Habitat's mission to eliminate poverty housing from the Twin Cities and to make decent, affordable shelter for all people a matter of conscience. Ecolab is committed to the following dates for you to choose from: August 22 – October 7 (off week of September 5-9). NO SKILLS REQUIRED. Ecolab employees may volunteer to work one 8-hour day - Manager approval is required. Employees will receive their normal pay for their day of volunteering. ONE YOU'VE SIGNED UP, PLEASE ADD TO YOUR OUTLOOK CALENDAR!

Click on the button below to submit your signed waiver.

HABITAT FOR HUMANITY INTERNATIONAL INC

Invite Others using Global List

- ▶ You can **Search** for and **Select** Alumni that hae already signed up in the system **OR** employees names from the global list

Invite Volunteers

Select people to invite to the project via email.

Coworkers Groups Friends & Family Participants

James S ✕

« ‹ 1 2 3 4 5 ... › »

| | | | |
|-----------------|------------|-------------------------------|--------|
| James Sabens | 20182324 | James.Sabens@ecolab.com | Select |
| James Schiemer | 20169755 | James.Schiemer@ecolab.com | Select |
| James Schmidt | 20163455 | James.Schmidt@ecolab.com | Select |
| James Schnick | 20120569 | James.Schnick@ecolab.com | Select |
| James Schreib | 46485 | James.Schreib@ecolab.com | Select |
| James Schroeder | 20182952 | James.Schroeder@ecolab.com | Select |
| James Schulz | 20162729 | James.Schulz@ecolab.com | Select |
| James Scoggins | 00139010 | Jamie.Scoggins@CHAMP-TECH.com | Select |
| James Scott | GDG1197262 | jim52196@aol.com | Select |
| James Seifert | 20141349 | jim.seifert@ecolab.com | Select |

Cancel Send

Volunteer/Admin/Volunteers Tab

- Admin/Volunteers - you can view who has signed up
- Volunteers/Roster Tab - you can export a CSV file of the volunteers

The screenshot displays the Ecolab volunteer management interface. The top navigation bar includes a 'Volunteer' tab and a search field for organizations. The main content area is divided into two sections: 'Project' and 'Roster'.

Project Section: The 'Admin' tab is selected, and a red arrow points to the 'Volunteers' sub-tab. Below this, there are 'Invite' and 'Add' buttons. A table lists volunteers and their assignments:

| Name | Assignments |
|-------------------|---|
| Aaron Berc | Tues Oct 4 RESERVED FOR ECOLAB LAW DEPARTMENT |
| Abdikadir Mohamed | Fri Oct 7 |
| Adam Durbin | |

Roster Section: The 'Roster' tab is selected, and a red arrow points to the 'Export as CSV' button. Below this, there is a search bar and a table of volunteer information:

| Last Name | Phone Number | Email |
|-----------|--------------|------------------------------|
| Li | | Kelly.Li@ecolab.com |
| Hamann | | Bill.Hamann@ecolab.com |
| Schmelzer | | william.schmelzer@ecolab.com |
| Nelson | | wes.nelson@ecolab.com |

Volunteer - Post Project

- ▲ When volunteer event is complete:
 - Volunteers will receive an email requesting them to log their volunteer hours – this helps track hours to accumulate and qualify for the Dollars for Doers program
 - Share any pictures of your teams volunteer day with Communityrelations-volunteerservices@ecolab.com for sharing on Ecolab internal and external social media and publications

Questions?

Contact via email:

- Matching Gifts to Education & Public Broadcasting
ecolabfoundation@ecolab.com
- Dollars for Doers/Board Leadership
ecolabfoundation@ecolab.com
- Volunteer related questions
Communityrelations-volunteerservices@ecolab.com

Ecolab Data Privacy Policy

"Ecolab may use your personal data in order to administer the Good Done Great program, including, but not limited to, sharing of your personal data with third party Good Done Great. In administering Good Done Great, we will treat your personal information consistent with [Ecolab's Employee Privacy Policy](#) [this link should be live when you click it] and Ecolab's Data Privacy Compliance Manual, available via the Law page on Inside Ecolab. Any questions regarding use of your personal data can be directed to EcolabFoundation@ecolab.com or dataprivacy@ecolab.com."