

MATCHING GIFT PROGRAM

BNSF Foundation's Matching Gift Program is designed to encourage employees of Burlington Northern Santa Fe companies to give financial aid to qualified educational institutions, cultural organizations or private hospitals on a 1:1 basis.

WHO MAY GIVE?

1. All regular, full-time employees of Burlington Northern Santa Fe Corporation and its majority-owned subsidiary companies **with one year or more continuous active service**.
2. Directors of Burlington Northern Santa Fe Corporation.
3. The contributor need not be an alumnus/alumna of the school to which a gift is made.
4. Part-time or temporary employees are not eligible for the plan, nor are retired directors and employees, or wives, husbands or members of the families of employees.

WHO IS ELIGIBLE TO RECEIVE?

EDUCATIONAL INSTITUTIONS:

All graduate and professional schools, four-year colleges and universities, seminaries and theological schools, junior and community colleges, all accredited private junior high or high schools and private elementary schools (K through 8th grade) provided they:

- have been accredited by the appropriate regional or professional associations;
- are located within the United States or one of its possessions; and
- are recognized by the Internal Revenue Service (IRS) as 501(c)3 tax-exempt institutions to which tax-deductible contributions may be made.

Alumni funds, foundations or associations are eligible to receive matching gifts provided they:

- are recognized by the IRS as 501(c)3 organizations to which tax-deductible contributions may be made; and
- are properly certified as transmitting all funds to the institutions with which they are affiliated (on forms which are available upon request).

CULTURAL ORGANIZATIONS:

All museums of art, science and history; public or private libraries, public radio and television; performing arts, community theater and dance groups, provided they are recognized by the IRS as 501(c)3 organizations to which tax-deductible contributions may be made.

HEALTH AND HUMAN SERVICE ORGANIZATIONS:

Organizations that support programs addressing the health and well being of children, youth, elderly and families, domestic abuse prevention, literacy programs, hunger and homelessness, youth development, mental health, developmental and physical disabilities, job training, substance abuse, hospice care, and HIV/AIDS organizations provided they are recognized by the IRS as 501(c)3 organizations to which tax-deductible contributions may be made. Private, tax-exempt hospitals listed as accredited by the Joint Commission on Accreditation of Hospitals are eligible. Also, Faith-based organizations that provide human services will be considered, provided the organization or program holds a separate 501(c)3 status with the IRS Code.

CONSERVATION/ENVIRONMENTAL GROUPS

Organizations within the United States whose mission is the conservation, protection, restoration and management of our wetland resources, natural resources and land preservation. Animal welfare organizations that provide rescue, shelter and adoption and whose purpose is the prevention of cruelty to all creatures. Organizations must be recognized by the IRS as 501(c)3 organizations to which tax-deductible contributions may be made.

WHAT GIFTS ARE MATCHED?

1. Personal contributions of **\$100 (minimum)** to \$20,000 (maximum) per individual employee per calendar year.
2. Within the \$20,000 maximum, gifts of **not less than \$100** may be given to one or more eligible organizations.
3. Please complete a separate form for each gift made. **Donations must be solely from the employee and may not be a collection of monies from other people or sources. Each gift must be a minimum of \$100.00 and paid directly to the eligible nonprofit organization. The Foundation can not match invoices paid to third party entities on behalf of the nonprofit.**
4. Gifts must be a stated sum of money or securities actually given, not merely pledged. The value of a securities gift will be based on the cash equivalent of its market value at the close of the market on the date of the gift, or on the last preceding day on which such securities were sold, or the published bid price for such securities on the date of the gift.
5. Gifts made to 501(c)3 organizations based in the United States, and which funds will be used for international aid.

WHAT GIFTS ARE NOT MATCHED?

The Foundation will not match gifts made to the following: Churches for sectarian purposes, United Way and Red Cross, any athletic activities (programs, scholarships or facilities), walk-a-thons or any pledge-driven fundraiser, capital campaigns, any public schools and education programs, Chamber of Commerce activities, Community Foundations, alumni and class dues, subscriptions, tuition, employee tithes or church-related commitments, bequests; fraternities, sororities, any in-kind contribution based on cash-value of item and contributions which provide any benefit to the employee.

PROCEDURE

1. Donor completes Parts 1 and 2 and mails the entire form with the gift to the designated institution.
2. A responsible financial officer of the designated institution countersigns Part 2, thereby certifying receipt and intent in accordance with Program conditions. The institution returns the entire form **with original signatures and proof of the donation to: BNSF Foundation, 2650 Lou Menk Drive, Fort Worth, TX 76131-2830.**
3. The Foundation will pay eligible matches as it receives correct and complete forms from the organizations.
4. BNSF Foundation may amend or terminate this Program at any time. The interpretation, application and administration of the Employee Matching Gift Program shall be determined by the Foundation, and its decisions shall be final.
5. Contact information: Deanna Dugas, Manager Corporate Contributions; (817) 867-6458; deanna.dugas@bnsf.com.

BNSF FOUNDATION

2650 Lou Menk Drive, Fort Worth, TX 76131-2830

Employee Matching Gift Program

Part 1 - To be completed by employee, then forwarded to institution with gift.

Employee Name

Employee "B" Number (This is not your social security number.)

Full Home Address (No. & Street) City, State & Zip Code

Telephone Number

Division, Department & Location

Exact Date of Gift (If listing more than one gift, provide the date of EACH INDIVIDUAL GIFT.)

\$
Amount of Gift (If listing more than one gift, provide the amount of EACH INDIVIDUAL GIFT, not a grand total.)

Do you or any member of your immediate family have a relationship, or association, with the charity receiving your gift? If so, describe the nature of the relationship:

I certify that the information submitted is correct and represents my personal gift under the provisions of the program.

Employee Signature

Date

Part 2

Complete Name of Institution/Organization

Telephone Number

Fund, Foundation, Assn. Name, If Any

Complete Mailing Address (No. & Street, or P.O. Box) City, State & Zip Code

Securities – Company Name, Type, Number of Shares and Value

To be completed by institution/organization and returned to BNSF Foundation. Attach a copy of the check, or a receipt showing the amount and date of the gift, and a copy of your 501(c)3 if you have not previously supplied one. Failure to provide the necessary verification will result in the form being rejected.

Please indicate whether donor received a benefit based on cash-value of an item or in-kind contribution:

Benefit: _____ Cash Value: _____

I confirm receipt of the above stated gift and certify such gift will be transmitted to payee.

Authorized Signature

Title

Date

Printed Name of Authorized Signer

Educational Institution Accredited By: