



Making a difference takes only five simple steps...

How do I become a HondaGO Volunteer?

- Step 1** Volunteer a minimum of 5 hours to an eligible 501(c)(3) organization. Volunteer may complete a maximum of 10 hours with 2 organizations.
- Step 2** Each Volunteer must complete the HondaGO Volunteer Grant request form.
- Step 3** Forward the entire form to the non-profit organization for which you volunteered.
- Step 4** The non-profit organization must complete their section of above mentioned form, provide a W-9 tax form and return all sections of the grant request to communitypartners@hma.honda.com.
- Honda Manufacturing of Alabama
Corporate Affairs & Communications Dept.
1800 Honda Drive
Lincoln, Alabama 35096
- Step 5** Upon verification of all eligibility information, Honda Manufacturing of Alabama will issue a \$100 check on behalf of the volunteer per 5 hours of volunteer service (maximum contribution \$200 per volunteer, per 12-month period).



If you believe...

That **one person** can make a difference.

That **one hour** can change a lifetime.

That **one act of kindness** can impact a life forever.

That **one community** can touch the world.

Then *Give it a GO!*

HONDA

Honda Manufacturing of Alabama

HondaGO Volunteer Grant Request Form

Volunteer: Complete this section with all applicable information (please print neatly), then forward the entire form to the non-profit organization for completion.

Full-time Associate Spouse

Retired Associate Spouse

Associate Number

Associate Name Mr. Mrs. Ms.

Spouse Name

Address

City State Zip County

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Phone Number

Email

Current associates only

Line 1 or Line 2 Department Shift

Extension # or Cell #

Associate/Retiree

of Hours Volunteered:

Spouse

of Hours Volunteered:

My/our volunteer activities with this organization have included:

If appropriate, can you provide a human-interest story or pictures resulting from your volunteer activity?

I certify that I have volunteered for the hours indicated above during a 12-month period for this organization and have received no tangible benefit for my service. The organization is non-religious and non-political in nature.

Associate Signature Date

Spouse Signature (Spouse should complete a separate form) Date

Non-Profit Organization Form

Complete this section with all applicable information (please print neatly, then forward the entire form to communitypartners@hma.honda.com). **Incomplete applications will be returned to the organization and will delay processing.**

Organization Name

Primary Contact Name Title

Address

City State Zip

County

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Phone Website

Email

SECTION MUST BE COMPLETED

Please provide percentages of the population your organization serves (must equal 100%)

Race/Ethnicity

African American: _____ % Hispanic/Latino: _____ % Caucasian: _____ %

Asian American: _____ % Native American: _____ % Other: _____ %

Sex Female: _____ % Male: _____ %

Other (Disabled/Elderly): _____ %

Please specify: _____

Is your organization affiliated with a religious, political, professional or labor organization? Yes No

If "Yes," are your organization's services equally available to everyone in the community? Yes No

Your below signature certifies: (1) the named individual volunteered the indicated amount of personal time to your organization, (2) the organization has 501(c)(3) nonprofit, tax-exempt certification, (3) the "HondaGO Volunteer" grant will not be used to fulfill personal pledge obligations or to otherwise directly benefit the HondaGO Volunteer or a member of the HondaGO Volunteer's family, (4) your understanding that falsification of this document will result in an end to Honda grant opportunities for your organization, and for the purposes of this grant, Honda has the right upon a reasonable notice, to inspect the books and records of your organization to verify the above certifications.

Primary Contact Signature

Date

Please attach a W-9 tax form and return with entire application to communitypartners@hma.honda.com.

Each volunteer must submit a volunteer form.

Honda Manufacturing of Alabama
Corporate Affairs &
Communications Dept.
1800 Honda Drive
Lincoln, AL 35096
(205) 355-5000