



HELPFUL DEFINITIONS

Charitable Class: The Fund's Charitable Class is the group of individuals who are eligible to apply for a grant from the Whole Foods Market Team Member Emergency Fund (TMEF), per the Fund's criteria.

Emergency Assistance Foundation (EAF): EAF is the third-party administrator for the fund. EAF independently administers all Fund activities, including accepting donations, objectively reviewing grant applications, and awarding and distributing grants. EAF is a 501(c)(3) tax-exempt, public, non-profit organization.

FREQUENTLY ASKED QUESTIONS

What is the Whole Foods Market Team Member Emergency Fund (TMEF)?

The TMEF was created to help Team Members who need immediate financial assistance following an unforeseen disaster or personal adversity. TMEF is funded primarily by individual donations made by WFM Team Members, but can also receive donations from other sources, such as WFM partners or the general public. Donations can be a one-time gift or an ongoing contribution of any amount. Every contribution helps to provide a tax-free* grant to help a Team Member in need when they are facing the unexpected.

***Are grants from the Fund taxable?**

Grants from the Fund are considered tax-free for grant recipients who are subject to United States IRS tax regulations. For recipients outside the United States, the tax treatment of your grant will differ based on local policies/laws. For questions related to the tax treatment of grants received, please contact a local tax professional.

Why donate to the TMEF?

Donations will go towards helping Team Members when they need it most. A confidential application is submitted to our fund partner, EAF, which reviews each grant application. Team Members are not involved in the grant review and approval process and all applications are confidential.

How can contributions to the fund be made?

There are a variety of ways to donate, including:

- **Payroll deduction** – Team Members can set up one-time or recurring donations in workday. Instructions available on InKling by clicking [here](#).
- **Credit/Debit Cards**– Click on the “donate” button on the [TMEF portal](#). You can make a one-time donation or set up a monthly gift.
- **Text to Give**– In the U.S., you can donate by texting “TeamWFM” to 71777 to donate by credit/debit card.
- **Check**– Please make your check out to Emergency Assistance Foundation, Inc. with “For Whole Foods Market Tm Emergency Fund” in the memo or the cover letter and mail to: Dept #9884, Emergency Assistance Foundation, PO Box 850001, Orlando, FL 32885-9884.
- **Securities** – For in-kind publicly traded securities, direct the assets to:
 - Custodian: Fidelity Investments
 - ACAT/DTC Number: 0226
 - Account Name: Emergency Assistance Foundation, Inc.
 - Account Number: Z73657727
 - Memo/Reference: EAF – “Whole Foods Market TM Emergency Fund”.
 - Have the broker/donor notify doug@emergencyassistancefdn.org when the transfer is made so we can sell upon receipt. Please note that the transfer of securities by your broker may take several business days.

WHOLE FOODS MARKET TMEF DONATION FAQs



How often do I have to update my payroll deduction authorization?

When you set up a recurring payroll deduction, you will continue to amount you specified until you change or stop the deduction in workday. Please refer to the instructions available on InKling by clicking [here](#).

How can I change or stop a contribution by payroll deduction?

To stop or update a payroll deduction contribution, please log onto Workday and select the Whole Foods Market Giving worklet from your home page. Please refer to the instructions available on InKling by clicking [here](#).

How to I stop a credit/debit card monthly donation?

If you wish to stop recurring credit/debit card donations that you set up via the online portal, please email wholefoods@emergencyassistancefdn.org with a request to cancel the recurring donation.

Can donations be directed to a specific store or Team Member?

No, regulations do not allow for donations to be earmarked for specific individuals. All donations are added to the fund so that it supports as many Team Members as possible.

How do I get an acknowledgement of my donation for tax purposes?

- Payroll deduction - Your year-end pay stub will outline your total donation for the year and can be used as proof for tax purposes.
- Credit/Debit Cards - Credit/Debit card statements are acceptable forms of documentation for gifts under \$250. Each donor of \$250 or more will receive an acknowledgement from Emergency Assistance Foundation. If you would like to receive an acknowledgement, please provide your e-mail address.
- Check - Cancelled checks are acceptable forms of documentation for gifts under \$250. Each donor of \$250 or more will receive an acknowledgement from Emergency Assistance Foundation. If you would like to receive an acknowledgement, please provide your e-mail address.
- Marketable securities - Emergency Assistance Foundation will send you an acknowledgement validating receipt of the gift. If you would like to receive an acknowledgement, please provide your e-mail address.

Do I need to contribute to the TMEF to be eligible to apply for assistance?

Not at all. Donating to the TMEF is voluntary. Eligibility for assistance is based upon need and qualifying circumstances.

Who can I contact for more information?

You may reach out to your Regional TMS Partner or open an [AskTMS](#) case for additional information.