DONATING TO AND APPLYING FOR
THE MISTER CARES FOUNDATION

PURPOSE

This document explains how to donate to the Mister Cares Foundation via payroll deductions and apply for a grant from the foundation.

DONATING TO THE MISTER CARES FOUNDATION

1. Log in to Dayforce.
2. Navigate to "Forms".
3. Under "Personal", select "Mister Cares Foundation Donation".
4. Enter the amount you want to contribute.
    - Your contribution will be recurring for each paycheck unless you check the *One-Time Donation* box.
    - To stop any current recurring payroll contributions, check the *Cancel Contribution* box.
5. Click "Submit" for your election to take effect on the next paycheck.

APPLYING FOR ASSISTANCE

Application Process

1. Log in to Dayforce.
2. Navigate to "Forms".
3. Under "Personal", select "Mister Cares Foundation Application".
4. Complete each field with as much information as possible and be sure to attach supporting documentation.
    - Your documentation should support both the reason for your request and the amount of your request.
    - Without proper documentation, your request will be declined.

Application Review Process

Once your application has been submitted, it is routed to the Foundation Review committee. The committee reviews applications every Wednesday. The committee looks for the following criteria when reviewing applications:

- Description of the unforeseen circumstances that led to the hardship
- Description of the hardship
- Documentation that directly supports the request

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Grant Eligibility Requirements

To be eligible for a grant from the committee, you must meet the following criteria:

- You must not be on an active counseling notice or performance improvement plan
- Your most current FGP rating must be 2.5 or higher
- The request must be due to a situation that could not have been foreseen
- You must have completed at least 90 days of employment with Mister Car Wash
- The maximum grant amount is $1,500 per person, per year

Additional Information

Once your application has been reviewed, you will be notified whether it is approved or denied. If it is approved, you will be sent an affidavit that you must sign before receiving your funds, agreeing that you will use the money for the purpose it was intended and to select your preferred payment method. The quickest way to receive funds is by having direct deposit set up with payroll and electing funds to be deposited to that account.

Any questions related to the Mister Cares Foundation can be directed to our HR Helpline at 844-529-7392 or by emailing HRHelp@mistercarwash.com.

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