



TEAM TACALA CHARITIES STAR FUND ELIGIBILITY GUIDELINES

Why was the Team Tacala Charities Star Fund established?

The Team Tacala Charities Star Fund ("the Fund") was established to provide financial assistance to Tacala employees who've experienced hardship due to events beyond their control that leave them unable to meet essential needs.

What is considered a qualifying event?

- Natural disasters, including but not limited to devastating flood, ice storm, hurricane, tornado, or wildfire
- Damage to primary residence from events such as fire, flood, pipe burst, etc.
- Extended illness or injury of the employee or a qualifying dependent
- Unexpected death of a qualifying dependent
- Domestic Violence

What needs do the Fund grants help cover?

Eligible expenses due to a disaster event or personal hardship include the following:

- Shelter
- Food
- Clothing
- Past due utilities
- Other basic necessities
- Past due rent/mortgage
- Funeral expenses
- In the case of home damage, repairs to the home

Who is eligible?

To be eligible to apply an employee must meet all of the following requirements:

- The employee must be employed at the time of the event and at the time of grant payment
- The employee must have been continuously employed for the six months prior to the event
- The employee must have worked an average of at least 16 hours per week for the six months prior to the event

Who is considered a dependent?

The following individuals that the employee is financially responsible for (proof of dependent status will be required):

- Lawful spouse
- Unmarried child, under age 19
- Child under age of 25 who is a full-time student
- Child who is age 19 or older and permanently incapacitated

When must the applicant apply?

Application must be received within 30 days of the event and all requested supporting documentation provided within 45 days of the application date

What are examples of expenses that do not qualify for financial assistance for personal hardships?

- Adoption costs
- Legal/court fees, fines, bail
- Expenses associated w/ divorce or child custody issues
- Illegal behavior or situations that occur due to drug or alcohol use
- Debts/loans/past-due bills or obligations not due to a qualifying event
- Routine car maintenance, repair, registration, etc.
- Lost wages due to missed time from work
- Bad debt/overdue bills from ongoing financial problems

Where can employees go to apply?

Online: <https://www.tacala.com/culture/>

The above is only a brief outline of eligibility information for the Team Tacala Charities Star Fund and is not intended to provide all eligibility requirements. Please review the FAQs document that is posted to the website for complete information.