

# Community Investment Policy

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For decades, Gaz Métro has been playing an active role in improving the quality of community life. As a corporate citizen, it has to respond to requests from organizations that rely, in whole or in part, on donations from the public to carry on their activities.

Numerous causes are worthy of financial support. However, as Gaz Métro receives many requests and, unfortunately, it cannot support all of them, it has to adopt guidelines in this regard. As a result, its Donations Policy had to be reviewed and has now become a **Community Investment Policy** that governs the selection and management of its philanthropic initiatives.

In terms of sustainable development, Gaz Métro's Community Investment Policy places priority on structuring projects and initiatives that help improve the quality of community life. Accordingly, it shall be rigorously applied in order to maximize the impact on the community of the funds and the efforts invested.

## Guidelines

- Priority shall be given to projects, organizations or structuring initiatives that are intended to improve the quality of community life.
- Priority shall be given to support for organizations around Gaz Métro's head office. The Hochelaga-Maisonneuve and Centre-Sud neighbourhoods shall be the pillar of Gaz Métro's community investment.
- In each business office, priority shall be given to Gaz Métro's social commitment to an organization, project or cause to ensure Gaz Métro is a leader in the community and its employees rally around a charitable project of their own.
- The involvement of Gaz Métro employees in the community shall be encouraged and recognized. To help them, Gaz Métro has developed the *Atout cœur* program for organizations and causes that are important to them. Employees have two alternatives – an individual *Encourage donations!* program and a group *Get involved!* program.
- There shall be a more notable presence in the environmental sector. This initiative shall be restricted to organizations or projects that are compatible with the Company's sustainable development vision. Gaz Métro's involvement in the environmental sector shall not be to the detriment of other sectors to which it gives priority. However, as the total donations budget remains unchanged, this will require redirecting philanthropic choices to which priority has been given over the past few years.

## Target Recipients

As most of Gaz Métro's business operations are in Quebec, it shall give preference to organizations in communities where its employees work, i.e. at head office and in business offices.

# Community Investment Policy

## Preferred Sectors

Consistent with the Company's business objectives, Gaz Métro already gives preference to certain sectors. Naturally, from time to time, requests from other sectors may be considered. However, the Company shall give preference to the education, health, cultural, environmental and social and community sectors.

### EDUCATION

Gaz Métro believes sound schooling and a university education are the heart of a social ideal for Quebec. To help develop tomorrow's leaders, Gaz Métro shall be involved in the education field through:

- University and post-university bursaries. Engineering, science and environment students taking energy-related courses as well as students who stand out for their social/community commitment shall be given priority under this program;
- Investments in university chairs having a research and development orientation, particularly with respect to energy;
- Financing projects in underprivileged areas that try to combat school dropout.

Gaz Métro's efforts shall therefore be primarily at the university level. Colleges and secondary schools shall not be given preference.

### HEALTH

Gaz Métro believes an accessible effective health system is essential for the well-being of Quebec society. Gaz Métro also believes healthy life habits are important in order to improve the collective health of the community. Gaz Métro shall therefore be involved in the health field through:

- Donations to hospital foundation fund-raising campaigns;
- Financing projects that promote healthy life habits;
- Donations for health research.

### CULTURE

Gaz Métro believes culture is a collective wealth that contributes to the overall development of Quebec society. It is therefore essential that Quebec adopt a cultural framework that gives its creators and artists the means to create and innovate. Gaz Métro shall therefore be involved in culture through:

- Donations to organizations devoted to the theatre and music. Gaz Métro shall mainly support organizations that promote cultural outreach in the Hochelaga-Maisonneuve and Centre-Sud neighbourhoods;
- Donations to organizations that use culture as a means for developing and educating young people from underprivileged milieus.

### SOCIAL AND COMMUNITY CAUSES

In order to contribute to and improve community life for neighbouring communities, Gaz Métro shall be involved in social and community organizations through:

- Donations to organizations that strive to improve living conditions for people in the neighbourhoods around head office, primarily in the Centre-Sud and Hochelaga Maisonneuve neighbourhoods, and around business offices;
- Donations to major social or community causes;
- Donations to regional organizations provided the organization in question improves the quality of life for society's poorest individuals.

### ENVIRONMENT

The environment is a major concern for Gaz Métro. In addition to making it employees, customers and business partners aware of the importance of sound environmental management\*, the Company shall be involved through:

- Donations to organizations that make a substantial effort to improve living areas for people consistent with a sustainable development outlook. Gaz Métro shall give preference to organizations that work to improve air quality or land management;
- Donations to organizations that take action to improve the sum of environmental knowledge.

\* Further details about Gaz Métro's Environmental Policy can be found at [www.gazmetro.com/environnement](http://www.gazmetro.com/environnement).

# Community Investment Policy

## Exclusions

Gaz Métro shall not contribute to the following causes, projects and organizations:

- Regional campaign of an organization for which it already supports the provincial campaign;
- Social clubs;
- An individual or family;
- Sporting or social events organized for employees, members of their families or business partners (golf tournament);
- Costs related to the consumption of natural gas;
- Religious groups;
- Soliciting dealer and advocacy groups;
- Organizations that are not registered under federal law;
- Political parties or organizations, or interest groups promoting a political ideology;
- School projects of an employee's child (sale of chocolate for a trip, financing for summer camp, exchange student, graduation ball, etc.);
- Trade mission or any other project outside Canada.

## Types of Contributions

Other than financial contributions, Gaz Métro may occasionally donate computer equipment it no longer uses. As with financial contributions, only organizations operating in the preferred sectors shall be eligible for such donations.

## Eligibility Criteria

For Gaz Métro to consider a request, it must respect certain essential criteria. Requests that do not respect those criteria will be automatically refused:

- The request must be from a non-profit organization that is recognized as a registered charity by the Canada Revenue Agency. In addition, Gaz Métro's donation must be used for a structuring project that will improve the quality of community life;

- The donation must not be used to cover a deficit or to supplant an individual's income;
- The request must be from one of Gaz Métro's preferred sectors and accompanied by a complete file showing the contributions the project or the organization makes to improving the quality of community life. Gaz Métro shall make an on-line form available to organizations to help them approach Gaz Métro for financing;
- The request must be sent to Gaz Métro at least six weeks before the date a reply is expected.

## Obligations of Organization

In exchange for a contribution from Gaz Métro, the organization shall:

- For each donation of \$25 or more, issue a charitable receipt to Gaz Métro;
- At Gaz Métro's request, issue a receipt or other evidence clearly indicating the amount of Gaz Métro's donation. For tax reasons, especially in the case of charitable events like fund-raising activities, the organization shall show the portion of the ticket cost that constitutes a direct donation to the organization or its cause;
- Allow Gaz Métro to use its name in its communications to show its contribution to the community. The name of the organization may be used in various Company documents, such as its annual report;
- Provide, upon request, within six months following the completion of the project, or in the year following the disbursement, a report on the administration of the donation and the impact of the project on the targeted clientele.

## Requests

All requests for donations must be made via an online form so as to optimize processing and give a thought for the environment. Gaz Métro will not analyze any request sent by e-mail, mail or fax.

For a request, please visit [www.gazmetro.com/donation](http://www.gazmetro.com/donation)