



# Rack Gives Back™

FANATICALLY SUPPORTING THE COMMUNITY

## CORPORATE GIVING GUIDELINES

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At Rackspace® Hosting, we have a long-standing commitment to support the communities around us. Rackspace is known for delivering our customers Fanatical Support®, and we are committed to serving the community where we live, work and play. As a result, we have formed the Rack Gives Back™ Program to support the community in the form of grants, hosting services and employee volunteer programs.

### ELIGIBILITY

#### To be eligible for contributions, organizations must:

- Qualify for nonprofit status under the Internal Revenue Code
- Benefit the local communities served by Rackspace® Hosting
- Demonstrate sound and responsible financial policies and management

#### As a rule, we do not make contributions for:

- Funds for individuals
- Organizations that practice discrimination by race, color, creed, gender, sexual orientation, age, status as a protected veteran, religion or national origin
- Projects of a political nature
- Religious organizations for sectarian purposes
- Special-occasion or goodwill advertising
- Loans or investments
- Merchandise promotions
- Disease-specific groups, except under special circumstances
- Hospitals or city projects, except under special circumstances
- Banquets, galas or community festivals, except under special circumstances

### RACKSPACE GRANTS

Rackspace Hosting has always done business differently and we will do corporate giving the "Rack" way. Rackspace's selected areas of focus for cash grants, include the advancement of arts and culture, education, technology, and the overall development of our community. Grants range from \$500 to \$10,000. Priority will be given to organizations with a technology-related focus or need. Rackspace has organized different levels of support for the community. Organizations can apply for all levels or choose to apply for one level of support.

MODIFIED DATE: 11-25-2008

experience *fanatical support*®

**RACKSPACE US, INC.** | 9725 DATAPOINT DRIVE, SUITE 100 | SAN ANTONIO, TX 78229  
PH: 210.312.4000 | FX: 210.312.4100 | WWW.RACKSPACE.COM





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### TIER ONE:

#### **Rackspace Hosting Provides:**

- Professional Development Opportunities
- One-year hosting contract via Rackspace Cloud Hosting
- Rack Power — Volunteer Time and Energy
- Limited Corporate Giving
  - \$1,000 - \$9,000 one-time gift

### TIER TWO:

#### **Rackspace Hosting Provides:**

- Strategic Funding : \$10,000 one-time investment
- Rack Power: A quarterly dedicated, company-wide service project
- One-year hosting contract via Rackspace Cloud Hosting
- Professional Development Opportunities
- Access to Racker<sup>1</sup> Intellectual Capital
  - Examples:
    - Analysis of service delivery to customers
    - Finance and accounting analysis
    - Marketing and creative strategy development and implementation
    - Creation of Fanatical Support<sup>®</sup>
    - Creation of company culture

<sup>1</sup>Rackspace Hosting Employee

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### OTHER RACK GIVES BACK OPPORTUNITIES

#### Hosting Services

Rackspace Hosting will also provide limited hosting services to other non-tiered qualifying organizations for a 12-month duration, via Rackspace Cloud Hosting.

#### Volunteerism

Rackspace employees and their families are available to support an organization through various volunteer opportunities and projects. Priority will be given to service projects involving arts and culture, education, technology, and community development.

### APPLICATION GUIDELINES AND PROCESS

If the organization or program meets the eligibility requirements, please submit a request via email to [rackgives-back@rackspace.com](mailto:rackgives-back@rackspace.com):

- A completed application form (found at the end of this document)
- A one-page description of the organization and project, including purpose and objectives on agency letterhead signed by the Executive Director
- A one-page request that summarizes the amount of the request and the scope of the service/project and how Rackspace technology and/or volunteers will be utilized
- 501 (c) 3 Determination Letter
- Board of Directors List
- History of organization
- A description of how service/project will be measured and evaluated
- W9
- 990 for current year

Most contributions are determined quarterly. Requests must be received during the preceding quarter prior to the time period of the event date. Organizations will be notified of the status of their request at the beginning of each quarter in writing as to the Company's decision. Contributions to a project imply no further commitment unless specifically stated at the time of initial funding.

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### CONTACT INFORMATION

**Mari Aguirre** – COMMUNITY AFFAIRS MANAGER

9725 Datapoint Drive  
San Antonio, Texas 78229

**Phone:** 210-312-4139

**Fax:** 210-312-4041

**Email:** mari.aguirre@rackspace.com

### CHECKLIST

- Application Form
- Project Description Signed by Executive Director
- Board of Directors List
- Project Budget
- 501(c) 3 Determination Letter
- History of Organization
- Project Measurement or Evaluation Form
- W9
- 990

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## CORPORATE GIVING APPLICATION FORM

**Organization Name:** \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip Code: \_\_\_\_\_

**Executive Director:** \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

**Project Contact:** \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

**Website:** \_\_\_\_\_

**Title of Project:** \_\_\_\_\_

Project Goal:       \$ \_\_\_\_\_

Funding Received: \$ \_\_\_\_\_

Balance Needed:   \$ \_\_\_\_\_

Request:            \$ \_\_\_\_\_

**Please Select the Category that Best Describes this Project:**

Arts and Culture

Technology

Education

Community Development

**Attachments** (please include in order listed)

1. Application Form
2. Agency History and Project Description
3. Board of Directors list
4. Project Budget
5. 501(c) 3 determination letter
6. Project Measurement and Evaluation Form
7. W9
8. 990

**Please fax or email this completed form to:**

**Mari Aguirre** – COMMUNITY AFFAIRS MANAGER

**Fax:** 210-312-4049

**Email:** mari.aguirre@rackspace.com

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