



WESTERN DIGITAL CORPORATE GRANT GUIDELINES

I. STATEMENT OF POLICY

As a corporate citizen in the communities in which it operates, Western Digital recognizes a responsibility consistent with its business objectives to respond to the needs of the based communities in which it operates and where its employees live. The quality of life and education, the well being of our employees and their families, and the economic health of our society are of vital interest to our organization, its leadership and staff.

The Western Digital Charitable Foundation, a California non profit benefit corporation, was created in 1997 to support Western Digital's philanthropic activities that contribute to the economic, social, educational, and health needs of these communities.

II. BUDGETS

We feel our monetary contributions should be consistent with both our corporate giving priorities and a defined target change of earnings. The budget is reallocated each fiscal year and will be reviewed quarterly against the Company's financial performance.

III. AREAS OF INTEREST

Western Digital supports organizations that operate in the following categories and allocates the specified percentage of the annual budget for charitable contributions:

Education	40%
Health and Human Services	40%
Civic and Community	20%

Emphasis is placed on supporting established and successful organizations in the community as well as new programs that may prove to be models for effective ways of delivering needed services.

Education

Western Digital supports educational organizations that offer programs from primary through graduate levels. Of special interest are programs that focus on:

- Innovation in engineering (electrical, mechanical, chemical and solid state physics)
- Personal computing literacy and science discovery

Health and Human Services

Emphasis will be placed on requests received from agencies that are directed toward

countering economic hardship, providing for economic progress and leading to economic self-sufficiency. Organizations of particular interest focus their efforts on the needs of:

- Disadvantaged or at-risk youth
- Physically or mentally disabled persons

Civic and Community

Western Digital supports organizations in Orange, Santa Clara, and Alameda Counties in California and Boulder County in Colorado that promote the long-term betterment and permanent improvement of a community and are of benefit to all residents. Occasionally major special civic projects or projects with a national scope will be considered.

IV. CRITERIA

Successful applicants will meet the following criteria to be considered for a contribution:

- Be previously designated tax-exempt non-profit organization as defined under Sections 501(c)(3) and 170 (b) of the IRS Code.
- Show program capability, sound fiscal policies, responsible management, evidence of long-range planning and effective use of volunteers.
- Have a competent, active board of directors providing sound policies and guidance to the organization and its members.
- Maintain a list of corporate contributors.
- Produce a budget, financial statements and a plan for funding beyond the period covered by the proposed contribution.
- Show a method of evaluating the results of the proposed project.

V. LIMITATIONS AND EXCLUSIONS

- Western Digital does not provide repetitive annual grants or continuing support for organizations or programs. Applications from organizations receiving current or previous Western Digital support will be reviewed as a new request annually and evaluated in relation to other submitted proposals and budgetary considerations.
- Western Digital will not commit to multi-year donations.
- No support will be extended to religious activities or programs that serve, or appear to serve, specific religious groups or denominations. However, if a proposal submitted by a church-based or similar organization falls clearly within program guidelines and is intended to serve as broad a segment of the population as the program of a comparable non-religious organization, we will consider the proposal on the same

basis as others.

- Exclusions to review for contributions due to Western Digital Foundation Laws or Policies, federal laws or budgetary considerations include:
 - Individuals
 - Sports Teams
 - Organizations that discriminate on the basis of race, color, creed, gender, age or national origin
 - Grant-making foundations
 - Fund raising events
 - Political organizations
 - Organizations failing to meet Western Digital's Corporate standards for ethical operation and social value

VI. APPLICATION PROCEDURES

Proposals are reviewed by foundation staff for initial recommendation of denial or approval. The Contributions Committee, composed of senior management, makes the final recommendation.

Western Digital processes grant requests on a semi-annual basis. Please indicate which funding period you are requesting. Grants not meeting the deadline will NOT be forwarded to the next cycle and must be resubmitted prior to the next deadline.

_____ July 1 – December 31 (Grant submittal deadline is May 15)
_____ January 1 – June 30 (Grant submittal deadline is Nov.15)

Proposals that are time sensitive should be submitted accordingly.

If an organization or program meets Western Digital's eligibility requirements referenced above and wishes to be considered for a charitable contribution they will need to submit the following documents:

- A formal request on the organization's letterhead which includes:
 - A description of the organization, its name, address, telephone number and contact name
 - A brief statement of purpose or objectives of the organization
 - Specific dollar amount of request with an explanation of how the funds will be used
- A completed "Grant Request" form (see last page)
- A copy of the organization's most recent tax-exempt ruling statement from the IRS (Does not pertain to educational institutions)

- A list of the board of directors, or board of trustees, and their affiliations
- A list of current corporate sponsors
- The most recent financial report showing the overall budget of the organization, including income and expenses for the last two years and the year in which the contribution is being sought. If the donation request pertains to an event or program, a budget specific to that event is ALSO required.
- All print or media deadlines should be clearly stated.
- Please do not include video/audio tapes with your grant request package.

WD *Foundation*

GRANT REQUEST

Organization: _____

Name of Program (if applicable): _____

Contact Name: _____

Address: _____

Telephone: _____

Area of interest served:

_____ Education

_____ Health & Human Service

_____ Civic & Community

Grant Request (dollar amount): _____

Organizational/Agency Summary*: _____

Program Summary: Please provide specific details of the program for which you are requesting funds. (Feel free to include any program materials and to use additional space as needed.) _____

Please explain your method of tracking/measuring the success of this program?
Note: If funded, you will be required to provide an evaluation of the program.
Consideration for additional by the Western Digital Foundation will not be considered without this evaluation. _____

Service area and anticipated number of individuals to be served by this project: _____

Will Western Digital funds be designated for use within Orange, Santa Clara or Alameda Counties in CA, or Boulder County, CO?: _____ Yes _____ No

What percentage of your organization's budget is allocated for administrative costs? _____

Has your organization/agency received prior financial support from Western Digital? If so, please state when and how much: _____

Does your agency/organization have any affiliations with Western Digital? _____

Are you a designated tax-exempt nonprofit organization as defined under sections 501(c) 3 or 170(b) of the IRS code? _____ Yes _____ No
_____ Tax-exempt number

If your organization provides services to minors, do you have a screening process for staff and volunteers? Please describe. _____

Does your organization receive funds from the United Way? If so, please state when and how much: _____

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When submitting this grant proposal, please include the following:

- Copy of 501 (c) (3) designation
- List of Corporate Sponsors
- List of Board of Directors
- Current Financials and Operating Budget
- Budget for the specific program for which you are requesting funds

Please submit your completed application and required materials to the WD Foundation office serving your location:

Rose Krupp, Managing Director of WD Foundation

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* Please use additional space if necessary.