



The Helping Hands Fund

The Kroger Helping Hands Fund Benefits Trust *Program Guidelines Specific for COVID-19 v2*

The mission of The Kroger Helping Hands Fund Benefits Trust ("Helping Hands Fund") is to live our purpose to uplift our associates through giving. The Helping Hands Fund provides financial assistance to associates who are experiencing financial hardships due to an unexpected or emergency situation. In times of need, we are ready to help.

With the unique situation of the COVID-19 pandemic, the health and wellbeing of our associates, our customers and our communities is our top priority. As such, the Helping Hands Fund will seek to make decisions that balance the safety of our associates with our commitment to a consistent and fair governance review process of all requests.

Please use the following guidelines to assist with the review process when examining requests for associate grants from the Helping Hands Fund specific to COVID-19.

The Associate must meet one (1) of the following situations to qualify for this unique exception.

- Associate is quarantined because he/she/they have tested positive for COVID-19 and received confirmation from a medical professional.
- Associate is quarantined because he/she/they have been exposed to COVID-19 and are exhibiting symptoms.
- Associate is unable to work from home and unable to work due to school closings and lack of access to childcare.
- Associate is unable to work from home and meets the CDC definition of an individual at "high risk" for more serious complications if exposed to COVID-19 such as older adults or people with serious chronic medical conditions like heart disease, diabetes or lung disease.

After meeting one of the qualifying statements, associates may apply for a \$500 grant from the Helping Hands Fund. Associate must be currently active and employed by the company. There is no minimum length of employment required.

Additionally, associates who have received assistance within the last two years from the Helping Hands Fund may request assistance if the associate has not met the maximum lifetime benefit amount of \$7,500.

Please make sure the detail of the request includes the following:

- The length of time the associate will be quarantined or unable to work.
- The need for emergency financial assistance.
- A statement on whether the associate is seeking or qualified for FML or STD benefits.

For questions, please contact Lanell Ohlinger or Sunny Reelhorn Parr.