



## **EpicVolunteers Frequently Asked Questions**

### **Who is eligible to apply?**

EpicVolunteers is open to both year-round and seasonal employees who work part or full-time. Applicants must have at least 750 hours of Company service, have SIS status if seasonal and have the approval of their supervisors.

### **How do I apply?**

EpicPromise now encourages employees to apply at any time during the year. Applications will be accepted on the 15th of every month, as long as it is submitted at least three months prior to your project. If accepted, you will hear by the 15th of the following month and attend an EpicVolunteers training the month before your project. For example, if you want to volunteer in June, you should apply by the 15th of March, will be accepted in April and train in May - just in time for your summer project.

### **What is required in the application packet?**

Four items are required in the application packets, including:

- A detailed and thorough EpicVolunteers application
- A Letter of Recommendation from your supervisor, indicating his or her approval and encouragement of your participation
- A letter from your partner nonprofit, indicating the viability of your proposed project and dates
- A budget of your project

### **Who do I contact if I have questions on my application?**

The EpicPromise team is happy to help. Contact Anna Schumann at [Aschumann@vailresorts.com](mailto:Aschumann@vailresorts.com) or at 303-404-1106 and we'll get your questions answered.

### **The application mentions a requirement to do outreach and share stories and photos about my volunteer experience. Why?**

We hope EpicVolunteers will help educate all Vail Resorts employees about EpicVolunteers. We also want our EpicVolunteers to inspire people of all ages in each of our communities, sharing the positive impact Vail Resorts employee make through this program. That said, we are adopting a 'pay it forward' concept by asking EpicVolunteers to share photos, stories and lessons learned to create buzz illustrating Vail Resorts' commitment to sustainability. We will help you with this outreach effort.

Please note that Vail Resorts will own all rights to stories and photos associated with the Epic Volunteers program and participants.

### **What is expected in the outreach effort?**

EpicPromise expects EpicVolunteers to share the things they learned, how the experience changed them and what they would do differently next time.

Outreach ideas could include:

- Conduct social media outreach prior to trip and during if possible, via the following outlets
  - Facebook
  - Twitter
  - Instagram
  - Blogs on Buzz, snow.com and other travel sites to be outlined by social media group
- Participate in a Vail Resorts Branded speaking series, including internal company events and external community events
- Share their volunteer stories and photos for publication
- Write a newspaper column in local paper
- Signify EpicVolunteer participation on your Vail Resorts name badge, if applicable

**If I'm not selected, will be my application be considered in the next round or can I reapply?**

If you don't get chosen for EpicVolunteers, you can reapply. EpicPromise is happy to talk to you about why you weren't selected and the steps to take the next time around. Employees are welcome to apply as many times as you would like. Your application will not however be automatically considered in the next application cycle if you don't reapply.

**Do I need to get manager approval?**

Yes. Your application will not be accepted if you don't submit a Letter of Recommendation from your manager to participate, indicating his/her approval of the time off as well as outlining why he/she thinks you'd make a good EpicVolunteer.

**It says that I should pick a non-profit that focuses on youth and environment but the groups I am interested in working with seniors or helping animals. Should I still apply?**

Yes, feel free to still apply. However know that the selection committee will first consider those applications that fit into our giving areas first.

**How do I get in contact with a non-profit to find a project?**

EpicPromise offers a list of local non-profits that know about this program and would love to have an EpicVolunteer. Some of our local non-profits even have international partners or programs – like Habitat for Humanity. But we also encourage you to do a little research to find a program that is truly compelling for you.

**Does it matter where the project or organization is located?**

No.

**Can I change my project once I've been selected?**

No. Applicants are selected based on the program/project outlined in the application. If you want to change your project, you'll need to give your spot to someone else and apply the next time.

**Why can't volunteer for a non-profit that participates in political advocacy or is religious in nature?** As a company we have made a conscious choice to work with non-profits that are don't advocate for one

political group or religion over another and ask that we follow the same philosophy for EpicVolunteers. So you can't volunteer for the Democratic Party to promote a candidate or legislation. Nor, can you volunteer to raise money for the Catholic Church.

However, you can volunteer for program associated with religious organizations that help everyone regardless of their religion like a food bank, Habitat for Humanity or the Salvation Army. You can also help register people to vote.

If you have a question on this or want to run an idea by us, contact Anna Schumann at [Aschumann@vailresorts.com](mailto:Aschumann@vailresorts.com) or 303-404-1106.

**There is a question about my history of working with non-profits. If I don't have any history with a group can I apply?**

Absolutely. We ask just for information and to get a better understanding of each applicant and partner nonprofit.

**When will I find out if I've been selected?**

You will know by the middle of the following month if you've been selected as an EpicVolunteer.

**I think I have a non-profit I want to work with but I don't have a specific project. Can I apply?**

We ask that you select a project and outline outlined how you are going to use the 40 hours when applying to be an EpicVolunteer.

**Do I have to take all 40 hours at once?**

No. You can take all 40 hours at once or you can do five 8-hour days that you take within a month. Either way, you will need to get manager approval for your time off.

**I am a seasonal winter employee and want to do my volunteer time in the summer. How does this work with payroll?**

Seasonal workers will need to take their time while they are still actively employed by Vail Resorts. This means that you can take your time during the winter season or at the beginning or end of your employment term.

**I'm an hourly employee so my manager wants to know where my payroll would be charged if I get selected for this the program?**

Costs for this program need to be absorbed by each employee's home budget.

If your manager has questions, have your manager contact Anna Schumann at [Aschumann@vailresorts.com](mailto:Aschumann@vailresorts.com) or 303-404-1106.

**How can I use the \$250 travel stipend?**

The \$250 can be used for costs associated with significant travel to projects, including airfare, gas, meals or lodging. You will file a travel and expense report with receipts to be reimbursed the \$250. Projects with minimal travel (driving across a county, for example) will not receive the travel stipend.

**Can I submit an application with another Vail Resorts employee for a team project?**

Please submit one application and budget on behalf of the two of you. You will need to however submit approvals from both managers.

**What if the project requires more than 40 hours? Or less?**

If your volunteer project requires more than 40 hours, you will have to use PTO or FTO to supplement, depending on which time off policy you qualify for. If the project is less than 40 hours, note that we ask that each applicant get as close to 40 hours as possible. Remember the committee will be selecting applicants based on project impact so the more hours worked equals a bigger impact.

**How will this impact my benefit hours?**

For those eligible for PTO, Epic Volunteer Time Off is just like PTO so you will continue to accrue hours while volunteering.

**How do I log my hours?**

Once you are selected, you will work with your manager to schedule the time off – either in the 40 hour time block or five 8-hours days taken in one month.