HMH is a high-purpose, high-performance organization. By bringing learning to countless students, teachers, and readers, we aim to transform lives, support communities, and make our society more open, just, and inclusive for all—one story at a time.

Our organization is filled with mission-driven, innovative people who take ownership in helping us change the world. That’s why our people are at the core of our Corporate Social Responsibility strategy. It is their passion and purpose that allows us to extend our community impact through programs such as our signature volunteer initiative, HMH Classroom Corps. In its second year in 2019, HMH Classroom Corps enabled our volunteers to serve more than 6,600 students, nearly double that of 2018. In total, our employees logged over 8,000 volunteer hours in 2019 in service of the communities in which we live and work.

Through strategic nonprofit partnerships and HMH Books for Equity, our global book donation program, we are able to extend our impact on communities near and far. Throughout this report, you will learn more about all of our programs, including our twelve Community Investment Councils, our expanded commitment to sustainability, and more. We’re proud of our efforts in 2019 and are poised to make an even greater social impact in 2020 and beyond.

Bianca Olson
Senior Vice President, Corporate Affairs
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Our signature CSR program, HMH Classroom Corps, enables us to positively impact students and teachers through in-school volunteerism, strategic nonprofit partnerships, and in-kind donations. Through this program, our employees serve as mentors to students and provide critical support to teachers. These experiences also provide HMH® employees with access they wouldn’t otherwise have to much-needed insight and a feeling of connection with our end-users and customers. In turn, this allows us to better connect with and serve our customers.
HMH CLASSROOM CORPS 2019 IMPACT

858
CLASSROOM CORPS VOLUNTEERS

1,930
BACKPACKS PACKED WITH SCHOOL SUPPLIES FOR STUDENTS IN NEED

6,600
STUDENTS SERVED

33
IN-SCHOOL OR STUDENT-SERVING PROJECTS COMPLETED
PARTNER SPOTLIGHT: CITY YEAR

We proudly partner with City Year® in classrooms throughout the country.

Sharing our focus on advancing student outcomes and in-school volunteer service, City Year is one of our key nonprofit partners in HMH Classroom Corps. HMH sponsors a team of Corps members at UP Academy Dorchester in Boston, and with the help of multiple City Year chapters, our employees volunteer in schools nationwide. Our employees volunteer as guest readers, at field days, in afterschool programs, and through our very own Learning Forums—custom interactive “fairs” for students with learning stations focused on literacy and math. In partnership with City Year, we hosted six Learning Forums in 2019, which engaged students in science experiments, STEM activities, and theatre and reading comprehension through Reader’s Theater, an HMH product.

Additionally, City Year helped engage 123 HMH sales employees at our National Sales Conference, where attendees created eight classroom libraries (stocked with HMH books) that were donated to local Orlando schools.

In 2019, HMH volunteers spent more than 1,000 service hours in partnership with City Year, positively impacting approximately 3,643 students.
SERVICE HOURS IN PARTNERSHIP WITH CITY YEAR

1,000+

STUDENTS IMPACTED

3,643

2019 CITY YEAR HIGHLIGHTS
PARTNER SPOTLIGHT: 826 BOSTON

826® Boston works to empower traditionally underserved students ages 6–19 to find their voices, tell their stories, and gain communication skills to succeed in school and life. HMH proudly supports 826 Boston’s mission through volunteer service, in-kind donations, and the sponsorship of 826 Boston’s Writers’ Room at Boston International Newcomers Academy. The Writers’ Room enables students to receive valuable writing guidance and feedback, support, and in-school tutoring.

HMH employees also lent their time to advance 826 Boston’s mission—as Writers’ Room tutors, guest editors during a bookmaking field trip, and as college essay boot camp mentors. During HMH Volunteer Week, 21 HMH volunteers worked with 30 students from Boston’s Margarita Muniz Academy to help students craft and refine their college essays.
During Volunteer Week, 21 HMH volunteers worked with 30 students to help them craft and refine their college essays.

HMH author Nana Kwame Adjei-Brenyah visited the Writers’ Room at The John D. O’Bryant School of Mathematics and Science in Boston.
PROJECT SPOTLIGHTS

CITY OF BOSTON SCHOLARSHIP FUND

**Twenty** HMH employees helped select the 2019 recipients of the City of Boston Scholarship Fund by carefully reviewing student applications. This needs-based scholarship was awarded in 2019 to **32** bright students from Boston neighborhoods, 72 percent of whom were the first in their families to attend college. HMH volunteers assisted in the scholarship selection process by reviewing a total of **300** student applications.

EDVESTORS’ SCHOOL ON THE MOVE

CEO Jack Lynch served on the School on the Move Prize selection committee to highlight one Boston public school that made exceptional improvement in terms of student performance. The award is presented annually by the Boston-based nonprofit Edvestors®. By serving on the selection committee, Jack conducted site visits and reviewed student performance and growth at schools named finalists. The Harvard–Kent Elementary School in Charlestown was named the 2019 School on the Move and received a $100,000 award!

EMPLOYEES LEND A HAND IN INDIANA

In July, five employees in Indiana (four home-based and one from our St. Charles office), led by Customer Success Manager Andrew Shih, painted a local school—Beveridge Elementary in Gary. The school was in need of a refresh before students returned in the fall. The HMH volunteer crew happily rolled up their sleeves to help out, spending a full day applying fresh paint to classrooms and hallways.
HMH’s events team added service projects to key summits and conferences last year to enable attendees to give back in an easy but meaningful way. In March, employees and attendees at HMH’s Literacy Leadership Summit in Atlanta packed 300 backpacks full of school supplies and HMH titles to benefit local Atlanta students. The nonprofit Everybody Wins! distributed the backpacks to students who participate in their lunchtime reading program.

Five HMH volunteers, including EVP and Services General Manager Amy Dunkin, participated in PENCIL’s 2019 Principal for a Day®—an opportunity for business leaders to serve in a New York City public school for the day alongside a school principal. This was a particularly valuable experience for our HMH volunteers, as it provided a unique glimpse into the challenges and opportunities facing administrators at local schools, many of whom are our customers.

Supporting Our Employees

VTO + Matching Gifts at HMH

The HMH Matching Gifts Program and Volunteer Time Off policy are two key ways in which HMH supports the causes and organizations our employees are passionate about. The HMH Matching Gifts Program, available to all benefits-eligible employees, doubles the impact of personal contributions of $25 or more to a charitable organization (up to $500 per employee annually) by making an equal contribution to that organization. HMH’s Volunteer Time Off policy provides two days of paid volunteer time for each employee per year, which can be used in full or partial-day increments. More than half of our employee base took advantage of these benefits in 2019, helping to enrich the communities in which they live and work.

8,000
Total volunteer hours logged by HMH employees last year

811
Nonprofits supported through employee giving and volunteerism

HMH Employee Relief Fund

The HMH Employee Relief Fund is available to help HMH employees who are facing financial hardship after a natural disaster or other unforeseen personal hardship. Employees seeking assistance can apply for a grant anonymously. Those who would like to help their fellow colleagues in need can donate to the Fund, with one-off gifts or on an on-going basis via payroll deduction.
HMH is proud to support 12 Community Investment Councils (CICs) that align with our major office locations and distribution centers across the United States and Ireland. CICs are local employee groups that utilize funding, training, resources, and support from the Corporate Social Responsibility team to help engage colleagues in volunteer opportunities and charitable campaigns to improve communities nearby and around the world. CICs also help execute global employee programs on a local scale, such as HMH Volunteer Week and our company-wide book club, One Book, One HMH. CICs not only provide a platform for HMH employees to give back to the communities in which they live and work but also help strengthen office culture and provide members with professional development opportunities.

CICs: A CLOSER LOOK

CICs are instrumental in helping employees engage in volunteerism year-round. One project example from 2019 was when our Orlando CIC partnered with City Year Orlando to bring an Antibullying and Kindness-themed Learning Forum to Memorial Middle School in Orlando, Florida. HMH volunteers teamed up with City Year staff and AmeriCorps members to facilitate six activity stations for 18 students that focused on kindness, art, and student enrichment.
In October, we celebrated our Eighth Annual HMH Volunteer Week! While employees volunteer year-round, having this one week especially dedicated to community service builds our sense of company pride and comradery, while making a broad collective impact.

More than 1,600 HMH employees participated in HMH Volunteer Week 2019, logging over 6,000 hours of community service in that one week alone!

**Volunteer Week 2019**

Volunteer Week by the Numbers

- **Projects Completed**: 184
- **Hours Volunteered**: 6,000+
- **Minutes Spent Mentoring Students**: 40,780
- **Meals Packed or Served**: 73,190
Research tells us that more than 60 percent of low-income families have no books in their homes, putting those children at a disadvantage when they enter school. At HMH, we want to ensure more children gain access to our high-quality books and educational materials. We do that through our book donation program, HMH Books for Equity. We proudly donate our award-winning educational materials, children’s stories, and adult and reference titles.
DONATION SPOTLIGHTS

WORLD VISION

World Vision® is one of the annual recipients of HMH’s donated K–12 educational materials. In 2019, HMH donated close to 100,000 textbooks, teacher guides, and workbooks to World Vision, which reached students in countries across the globe.

SAVE THE CHILDREN

In 2019, HMH helped celebrate Save the Children’s 100th anniversary by proudly supporting the organization’s 100 Days of Reading campaign. Through this 100-day effort, Save the Children® encouraged kids, parents, and teachers to read for 100 million minutes. HMH donated 50,000 books that were given to participants throughout the campaign.

UNITED THROUGH READING

United Through Reading® (UTR) connects military families who are separated because of deployment or military assignment by providing the bonding experience of shared storytime. UTR helps service members record a book reading. The recordings along with the books are then mailed to the service members’ children. In 2019, HMH donated 2,500 books to UTR for use in its programs across the globe.

MASSACHUSETTS DEPT OF CHILDREN AND FAMILIES (DCF)

In 2019, HMH donated nearly 75,000 books to DCF sites across Massachusetts for children in the foster care system. The books are available in every DCF office for children to take home, build their own personal libraries, and read during summer break.
As a corporate citizen, we feel a responsibility to minimize our impact on the environment and ensure we’ll be able to serve teachers, students, and all readers for many years to come. We are committed to making environmentally responsible choices in our business practices and striving for continual improvement to our sustainability procedures.
RESPONSIBLE PAPER USAGE

One of our key sustainability focus areas is our approach to how we source, use, and dispose of paper related to our products. In 2019, we enacted an updated Paper Sourcing and Usage Policy that reflects our renewed goals and commitments for 2019–2022, building on the incredible progress made under our prior policy for 2014–2018.

RESPONSIBLE PAPER USAGE IN 2019, HMH’s sustainable paper practices resulted in saving:

- Approximately 443,200 trees
- U.S. Tons of paper
- 44,147
- Gallons of water
- 119,170,000
- Pounds of CO₂
- 256,590,000

1 Environmental savings statistics provided by Bulkley Dunton®, our global paper supplier, with whom we partner to procure HMH’s paper.

2019 ACHIEVEMENTS BASED ON OUR TARGETS

Paper made with recycled fiber purchased for education products

- Target: 90%
- Actual: 99%

FSC-certified paper procured domestically for trade products

- Target: 75%
- Actual: 81%

FSC-certified paper procured internationally for trade products

- Target: 80%
- Actual: 86%

IN 2019, HMH’S SUSTAINABLE PAPER PRACTICES RESULTED IN SAVING:

- 44,147 U.S. Tons of paper
- Approximately 443,200 trees
- 119,170,000 Gallons of water
- 256,590,000 Pounds of CO₂

or the amount of water necessary to operate 86,050 washing machines for one year

or the CO₂ produced by 23,367 cars in one year¹
ENERGY USE

We strive to reduce energy consumption at our HMH warehouses and related offices through:

- Conversion to high-efficiency fluorescent bulbs
- Conference rooms with motion sensor lighting
- Energy-efficient HVAC and heating units
- LED light fixtures in parking lots

In addition, the building that houses HMH’s Boston Headquarters at 125 High Street has received the LEED (Leadership in Energy and Environmental Design) Gold Certification for Existing Buildings, the second highest LEED Certification level attainable.

Further, HMH is listed in Forbes® magazine’s “Work from Home 2019: The Top 100 Companies for Remote Jobs” because of our remote location positions across the company that contribute to the reduction in facility energy use and employee transportation fuel consumption.

WASTE MANAGEMENT

Whenever possible, we aim to recycle excess product and waste generated at our Distribution Centers to avoid sending them to landfills.

- **Donation** is HMH’s preferred method of disposal for excess books and materials (rather than destruction)
- **96%** of the waste generated at HMH’s Distribution Centers is recycled

In our corporate offices, each employee has a recycling and a garbage can. We work to increase employee awareness regarding waste management and recycling with bins and signage.
A major aspect of HMH’s business involves transporting our products, which we aim to do in an environmentally conscious way. In 2019, **HMH saved 964,000 pounds of CO₂** (the equivalent of the electricity to charge 61,470, 531 smart phones) by managing our carbon footprint with these intentional transportation methods:

- Consolidation shipments—combining partial loads from similar geographic locations into one shipment
- Direct shipping from vendors to end recipients when possible—eliminating extra carbon emissions resulting from multiple shipping locations
- Utilizing intermodal rail shipments—using less fuel than road transport

HMH participates in the Environmental Protection Agency’s (EPA) SmartWay program, which helps companies advance supply chain sustainability by measuring, benchmarking, and improving freight transportation efficiency. Through this program, HMH improves shipping operations to achieve a more sustainable transportation process that reduces our carbon footprint. In 2019, **HMH saved 208,000 pounds of CO₂** (the equivalent of planting 41.6 acres of forest) by participating in the SmartWay program.

In 2020, we are working to expand our company-wide sustainability efforts, setting additional goals and measuring progress in other areas material to our business.
For more information about HMH’s corporate social responsibility, visit
hmhco.com/corporate-social-responsibility