

Grant Policy

Our Change Foundation (“OCF”) is committed to providing a donor-advised fund program that complies with all applicable laws related to donor-advised funds and sponsoring organizations. OCF encourages donor-advisors to support certain charitable organizations described in Section 501(c)(3) of the Internal Revenue Code, as further described herein. OCF has adopted the following policies and procedures with regard to the grants and distributions made from its donor-advised funds.

Donor-advisors have the right to make recommendations to OCF concerning grant disbursements. Consistent with federal tax law requirements, OCF may accept or reject the recommendations of the donor in its sole and absolute discretion and maintains ultimate discretion and control with respect to any such distributions.

From time to time and depending on the particular fundraising campaign or charitable sales promotion, OCF often considers granting or contributing funds to other eligible organizations suggested by OCF’s donors, commercial co-venturers, or professional fundraisers. As part of OCF’s commitment to honoring these suggestions, OCF makes every effort to direct contributions or grants to those qualified charities recommended and suggested by OCF’s donors, commercial co-venturers, or professional fundraisers.

The tax-deductible status of a donation does not change if funds are reassigned because OCF is the charitable organization of record for the donor’s original donation. Donors should disregard any additional tax receipt received from a benefiting charity as a result of OCF’s grant.

Grants to Qualified Charities:

OCF will make grants only to “qualified charities” which include tax exempt entities that are described in Internal Revenue Code Section 170(b)(1)(A) other than supporting organizations described in Internal Revenue Code Section 509(a)(3). This includes churches, schools, hospitals, government entities and most 501(c)(3) public charities, but it does not include 501(c)(3) private non-operating foundations or 509(a)(3) public supporting organizations.

OCF will not make distributions from its donor-advised funds to any natural persons. Donors will not be allowed to recommend grants to individuals for travel, study, or other similar purposes, nor will they be allowed to recommend grants for employer-sponsored disaster relief funds. In addition, OCF will not make grants to an organization if: (1) the organization’s public charity status with the Internal Revenue Service as an organization described in Section 501(c)(3) of the Internal Revenue Code has changed or has been revoked; or (2) the organization will not execute a grant agreement between OCF and the organization, if requested by OCF; or the organization refuses to use the funds for those purposes described in Section 501(c)(3) of the Internal Revenue Code; or (3) the organization’s registration to solicit charitable contributions with the California Attorney General’s Office Registry of Charitable Trusts is not in good standing, which means that

the registration is delinquent or suspended or revoked, or the organization is prohibited from soliciting or operating in the state by the California Attorney General, or Charity's tax-exempt status has been revoked by the California Franchise Tax Board.

Pledges and Benefits — No distribution from an advised fund shall be made (a) to satisfy a written pledge or legal obligation of the donor or any other person, (b) in return for any benefit or privilege (such as gifts or tickets to events) to the donor or any other person, or (c) to any private foundation.

Prohibitions — IRS Regulations prohibit donors, advisors, or a member of the donor advisor's family, or a 35% controlled entity of the aforementioned from receiving grants, loans, compensation or similar payments (including expense reimbursements) from donor advised funds.

In addition, regulations prohibit grants, loans, compensation, or other similar payments to any individual from funds legally defined as donor advised funds. Distributions from advised funds shall not be used directly or indirectly to provide more than an incidental benefit to any donor, donor advisor, or related person. OCF will not permit excess benefit transactions from advised funds to donors, donor advisors, or related persons, and from sponsoring organizations to investment advisors (or related persons).

Notification of Ineligible Organization:

For donations to OCF generated by activities which qualify as Solicitation Type A or B under California law (including funds raised via activities such as micro donations, round up donations, or donations raised via crowdfunding campaigns created by platform users engaging in peer-to-peer charitable fundraising), if a charity is ineligible to receive grants or distributions from OCF as set forth herein, i.e. fails to meet the aforementioned verification standards, then OCF will notify donors in writing via email or otherwise as allowed under applicable law no later than thirty (30) days after the determination of eligibility and request the donors suggest an alternate organization.

Donors shall have thirty (30) days from the date of receipt of the email notification to recommend an alternate charitable organization. If an alternate is timely recommended, then OCF shall send the donated funds to the alternate organization no later than thirty (30) days from the last date donors could timely recommend an alternate organization, unless OCF determines the alternate is not a qualified charity. If an alternate is timely recommended and determined not to be a qualified charity, then OCF will select another alternate organization, and send donated funds to the alternate selected by OCF no later than thirty (30) days from the last date donors could timely recommend an alternate organization. If an alternate is not timely recommended, then OCF will select an alternate organization, and send the donated funds to the alternate no later than thirty 30 days from the last date donors could timely recommend an alternate organization.

Refunds:

All donations are gifts made voluntarily to OCF with no conditions. Donors receive a tax receipt from OCF at the time of the donation. Donors who request refunds may not be eligible for tax deductions on their refunded donations.

OCF does not provide refunds of donations that we have already granted to a charity. Donors who wish to request a refund for a donation that has already been granted should contact the benefiting charity directly.

Refunds may be granted at OCF's discretion. Refunds are granted only in exceptional circumstances, and only when the funds have not been granted to a charity. Some circumstances in which refunds might be granted include the donation was made in error, was made in an incorrect amount, or the donation was not authorized by the donor.

Our Relationship with Change:

General — OCF raises contributions through charitable sales promotions, volunteer fundraising promotions, and professional fundraising campaigns via platforms and through technology. Many of the companies, commercial co-venturers, volunteer fundraisers, professional fundraisers, donors, or others soliciting contributions on behalf of OCF use Change technology to process contributions to OCF ("Change Client(s)"). For those Change Clients that solicit charitable contributions on behalf of OCF or engage in charitable sales promotions benefiting OCF, OCF will receive donations from said Change Clients or customers of Change Clients and will only grant funds to those organizations designated or suggested by Change Clients or customers of Change Clients, if any such suggestions are made, that are "qualified charities," as defined above, and thus meet OCF's standard charitable organization vetting processes as further described above and herein.

Change does not perform, permit, or otherwise enable acts of solicitation on its own platform on behalf of OCF, but rather processes contributions made via Change Clients' own platform(s). OCF receives donations from Change Clients or customers of Change's Clients and grants funds to those qualified charities, as defined above, suggested by Change Clients and/or customers of Change Clients, if any such suggestions are made. Donations to OCF from Change Clients and/or customers of Change Clients are processed via Change and sent to OCF, which receives the donations and grants the funds to the organizations suggested by Change Clients and/or customers of Change Clients if any such suggestions are made and if the suggested organizations are "qualified charities," as defined above (and thus meet OCF's standard charitable organization vetting processes as further described above).

Timing — Donations generated by activities which qualify as Solicitation Type A or B under California law (including funds raised via activities such as micro donations, round up donations, or donations raised via crowdfunding campaigns created by platform users engaging in peer-to-peer charitable fundraising) will be sent to the recipient charity within a maximum of thirty (30) days after the end of the month in which the donation was made, unless the recipient charitable organization is not eligible to be sent the funds. For example, if a Change Client customer makes

a purchase from a Change Client and the customer decides to make a contribution to OCF at the point of sale, then the Change Client and/or customers of the Change Client may choose an organization of their choice and suggest that OCF grant the contribution to the suggested organization. The contribution will be made to OCF, and the donor will receive a receipt from OCF as the recipient charity, and OCF in turn will disburse the funds to the organization suggested by the Change Client and/or customer of the Change Client if it is a qualified charity and it has an account with Change.

Donations generated by activities which qualify as Solicitation Type C or D under California law (including funds raised via charitable sales promotions, co-venturing or cause marketing campaigns, or free action programs) will be sent to the recipient charitable organization on a quarterly basis or more frequently, unless the recipient charitable organization is not eligible to be sent the funds. “Quarterly basis” means sending donated funds no later than thirty (30) days after the end of a 90-day period. When such donated funds are subject to minimum threshold amounts before they are sent, such minimum threshold amounts shall not exceed ten dollars (\$10.00). Once the minimum amount is reached, OCF will send the donated funds to the recipient charitable organization on a quarterly basis or more frequently, unless the recipient charitable organization is not eligible to be sent the funds. If the minimum threshold amount is not reached after four consecutive quarters, the donated funds will be sent to a recipient charitable organization no later than 30 days after the fourth quarter ends, unless the recipient charitable organization is not eligible to be sent the funds. As another example in the context of a charitable sales promotion, the Change Client may represent that for each purchase of a hoodie sweatshirt, the Change Client will contribute \$1 to an organization via OCF. The purchaser of the Hoodie may choose an organization of their choice and suggest that OCF grant the Change Client’s contribution to the suggested organization. If OCF determines that the organization is a qualified charity and has an account with Change, OCF will disburse funds to the suggested qualified charity, and the organization will receive the funds within at a quarterly basis.

Tax Receipts; Qualified Charities — Change, as agent of OCF, will issue charitable contribution receipts to donor Change Clients and/or donor customers of Change Clients reflecting OCF’s EIN number as the recipient charity. If OCF determines that the organization is a qualified charity and has an account with Change, then OCF will disburse funds to the suggested qualified charity, and the organization will receive the funds within the time periods described above. If OCF determines that the organization is a qualified charity and does not have an account with Change, then OCF will send a letter to the organization requesting that the Organization establish an account with Change so that OCF can disburse the funds to the organization. While OCF has ultimate discretion, control, and authority as to whether to grant the amount the Change Client and/or Change Client customer contributed to OCF to the organization suggested by the Change Client and /or Change Client customer, OCF will do so unless the charity is not a qualified charity.

Unqualified Charities — If it has been determined that an organization suggested by a Change Client and/or Change Client customer does not meet OCF’s standard charitable organization vetting processes and thus is not a qualified charity eligible to receive a grant from OCF, then OCF, or Change on behalf of OCF, for donations to OCF generated by activities which qualify as

Solicitation Type A or B under California law, OCF shall notify the Change Client and/or customer of Change Client in writing, via email or otherwise as allowed under applicable law, no later than thirty (30) days after the determination of eligibility and request the Change Client and/or Change Client customer suggest an alternate organization. The Change Client and/or Change Client customer shall have thirty (30) days from the date of receipt of the email notification to recommend an alternate organization by responding to said notice. If an alternate is timely recommended, then OCF will send the donated funds to the alternate organization no later than thirty (30) days from the last date donors could timely recommend an alternate organization, unless OCF determines the alternate is not a qualified charity. If an alternate is timely recommended and determined not to be a qualified charity, then OCF will select another alternate organization, and send donated funds to the alternate selected by OCF no later than thirty (30) days from the last date donors could timely recommend an alternate organization. If an alternate is not timely recommended, then OCF will select an alternate organization, and send the donated funds to the alternate no later than thirty 30 days from the last date donors could timely recommend an alternate organization.

If it has been determined that an organization suggested by a Change Client and/or Change Client customer does not meet OCF's standard charitable organization vetting processes and thus is not a qualified charity eligible to receive a grant from OCF, then OCF, or Change on behalf of OCF, for donations to OCF generated by activities which qualify as Solicitation Type C or D under California law, OCF shall then select an alternate charitable organization, and send the donated funds to the alternate no later than 30 days after the determination of eligibility.

Personal Information — If a Change Client and/or Change Client customer chooses to share personal information with OCF so that it may be shared with the recipient charity, send an email with your name and email address to [EMAIL ADDRESS] so OCF may share this information with the recipient charity. You may also reach out to the recipient charity directly to share such information. OCF reserves the right to not share such information with recipient charities that have not given prior written consent to OCF and/or Change for using the recipient charities' name or information in a solicitation.

Fees — Fees and other amounts may be deducted from any amounts that OCF contributes to qualified charities as a result of any contribution to OCF as a result of any Change Client's charitable sales promotions, volunteer fundraising promotions, and/or fundraising campaigns. The fees deducted from any such contributions from OCF to the qualified charities vary depending on each particular Change Client and/or each particular charitable sales promotion, volunteer fundraising promotion, and/or fundraising campaign. You acknowledge that these Change Clients may deduct such fees, which they will disclose to you (1) at the time that you complete a donation to OCF using the Change Clients' site(s) or services and/or (2) at the point of solicitation and/or (3) in the Change Clients' policies. In addition, those qualified charities receiving any contributions from OCF may also see the specific amounts deducted by each Change Client that solicits charitable contributions on behalf of OCF or engages in charitable sales promotions benefiting OCF at <https://api.getchange.io/settings/partners>.

Miscellaneous — Organizations that receive funds from OCF will receive a report from OCF regarding the donations sent by OCF, or they can log into their account with OCF's technology partner, Change, to access donation information at [getchange.io/claim-my-nonprofit](https://api.getchange.io/claim-my-nonprofit).

Any organization that may receive contributions from OCF and has given permission to be included in Change Clients' own platform(s) has the right to review and approve information about the organization that is included on the platform. Any information, images, logos, or other content provided by the organization to Change Clients' own platform(s) or OCF for inclusion on the platform(s) shall be considered pre-approved. See more information at Changes terms, at [LINK].

Any nonprofit that does not wish to be included as a beneficiary of OCF campaigns can send an email to hello@ourchangefoundation.org OCF will promptly remove your organization from our database of eligible nonprofits within three business days after verification by OCF that the request is legitimate.