



TABLE OF CONTENTS

HOME	02
ABOUT US	03
WHAT WE DO	04
Matching Gift Program Administration	05
Employee Giving Campaigns	07
Volunteer Matching Grants	09
Volunteer Tracking & Event Management	10
Disaster Relief Campaigns	11
Special Campaigns	12
WHY US?	13
TECHNOLOGY	15
IRS & PATRIOT ACT	16
PRIVACY & SECURITY	18
FINANCIAL SAFEGUARDS	22
CONTACT US	23



HOME

Since 1978, AmeriGives has been the industry leader in providing full-service Matching Gift, Annual Campaign, Dollars-For-Doers, Disaster Relief and other special corporate philanthropic program administration for Fortune 500 companies across the globe.

Our services include developing and maintaining program specific technology; providing personalized customer service via our own call center; providing customized “real-time” reporting to program managers; determining recipient organization eligibility and verification; complete financial account management; payment disbursement to charities – literally, everything a company needs to administer a corporate giving program from start to finish.

We currently administer more than 50 programs for more than thirty Fortune 500 clients – and dozens of smaller programs for medium sized companies and foundations as well. Each year, we transfer millions of dollars from corporate giving programs to their designated charities throughout the world.

We are so confident in our ability to deliver the highest level of service that we are the only firm in the industry to offer an exclusive satisfaction guarantee.

We understand that bigger is not always better and have purposefully kept our staff to client ratio lower than our competitors to maintain the quality of our world-class customer service. We especially cater to companies who feel neglected by vendors too large to give them the attention they deserve and provide all of our accounts with the exact same level of service as we do our Fortune 100 clients.

We are able to offer lower prices than our competitors by keeping our overhead modest (no sprawling multi-acre campuses for us), instituting back-end paperless processing and basing our operations where the cost of doing business is a fraction of what our competitors must pay.

We are the only firm in the industry to utilize positive pay trustee bank accounts (not a third-party charity) to disperse funds at no extra cost. We also utilize the most stringent financial safeguards and data security measures in the industry, ensuring that your funds and private information are protected in every way.

We also recognize that one size does not fit all when it comes to corporate giving programs, and believe that no other outsourcing firm provides companies with a more customized solution at a better price.

Most importantly, you will never encounter deceptive pricing or hidden charges with AmeriGives. Our all-inclusive per transaction pricing ensures that your company will only pay for services used. Bottom Line? We’re better because we’re different. Just ask one of our clients who has switched vendors and you’ll see.

So call us today at **1-800-628-2446** and let us show you how we can drastically cut your costs, free up important human resources and make your corporate giving program a huge success from day one.



ABOUT US

Our mission is to help companies make a more positive impact on society by dramatically cutting the cost and time associated with the administration of corporate giving programs.

Our History

Founded in 1978 under the name of System Builders, our very first project was to design proprietary matching gift software for the world's largest bank.

In 1990, our company launched its full service outsourcing arm – The Matching Gift Center – in response to the needs of other corporate giving managers seeking a technologically advanced, cost effective solution to administering their own philanthropic programs.

Since that time, our company has been at the forefront of the corporate giving field and the first to introduce a variety of cutting edge concepts including: Interactive Voice Response (IVR) gift registration; Volunteer Grant & Special Event program administration; and most notably, the very first online gift registry when the Internet was still in its infancy.

In the Fall of 2000, our company changed its name to AmeriGives and moved its primary operations from New York City to Stuart, Florida (located 30 miles north of West Palm Beach). During this time, the company went through a vast expansion process resulting in the addition of key management and state-of-the-art equipment, allowing us to offer an even more comprehensive range of technologically advanced products and services.

Today, AmeriGives is a privately-held, self supporting corporation with no debt or external investors that may influence operational decisions. We remain the innovative leader of the corporate philanthropy field, and continue to evolve to meet the needs of companies looking for a way to administer giving programs more efficiently and less expensively than on their own.

Our People

First and foremost, AmeriGives staff members have a passion about their work and it shows.

Our highly trained, highly motivated customer service representatives are the best in the business; all of our representatives are voice trained, and several are fluent in French and Spanish to handle international employees. Our senior managers have an average of 25 years experience working with Fortune 500 companies in the customer service, technology and philanthropic disciplines – And our IT department is at the cutting edge of website development, hosting, transaction processing, database engineering, network administration and more.

Most importantly, AmeriGives has one of the lowest turnover rates in the industry, with most of our staff averaging 7 or more years with our company.



Our Headquarters

Basing our operations in South Florida is more than just a financial advantage for our clients – it makes us better prepared for an environmental or national emergency that can happen *anywhere* in the United States. For example, our reinforced concrete building is designed to withstand the harshest of weather conditions; all of our systems are kept under the most stringent security measures and backed up by a secure, redundant system located out-of-state; and our three industrial strength back-up generators keep us in operation during any power outage that may come our way.

So while other firms may be caught off guard with an environmental or national emergency, our operation is fully functional and back online with just the flip of a switch.

WHAT WE DO

Matching Gift Program Administration
Employee Giving Campaigns
Disaster Relief Campaigns

Volunteer Tracking & Event Management
Volunteer Grants (Dollars For Doers)
Special Campaigns

AmeriGives provides the following services for all of our corporate giving programs:

Administrative

- All personnel needed to execute your program from start to finish
- The design, hosting and maintenance of a secure, branded, customized website
- Assistance in the creation of program guidelines
- Set-up of web, form and telephone based registration methods
- A toll-free telephone number answered in your company's name
- Customer service representatives both on the phone and online
- Determination of recipient organization eligibility under your guidelines
- Extensive IRS status and Patriot Act vetting of all U.S. & Canadian charities
- Maintenance of institution profiles and alias names
- Acquisition and maintenance of databases to verify donor eligibility & giving histories
- Creation of correspondence templates and procedures via email and paper letter
- Comprehensive, variable-content correspondence to all eligible donor groups
- Recipient organization transmittal correspondence
- Hosting and maintenance of entire information technology infrastructure
- Automated detection of donor limits and duplicate gifts
- Changes of web and form registration platforms and correspondence as needed

Financial

- Set-up and maintenance of a *positive pay trustee bank account* in your name
- Voucher report and check register preparation
- Check printing, mailing and positive pay file transmission
- Checking account reconciliation
- Creation of authorized laser signature image on company branded checks
- Folding, stuffing and mailing checks to recipient organizations on a monthly or quarterly basis



Reporting

- Secure database access for donors and program administrators
- Tracking of all registrations including pending, incomplete and denied
- Standard monthly activity and management reports
- Voucher reports for payouts
- Year-end activity and management summaries
- "Real-time" on-line queries for program managers
- Special reports and summaries as requested by your company

MATCHING GIFT PROGRAM ADMINISTRATION

Overview

AmeriGives provides a complete matching gift program solution by using proven technology components and customer service centered processes tailored to handle your company's specific requirements. The cornerstone of this solution is a customized, Matching Gift website that accurately conveys your company's brand and corporate values. Through our solution, your employees have the convenience of registering their matching gifts via the web, form or telephone.

In addition to branding the website with custom logos, text and functionality, we can also customize your website to capture new donations via credit card or electronic check. We also assist your staff in the creation of registration forms and program guidelines. Most importantly, AmeriGives will provide your employees and recipient organizations outstanding customer service throughout the entire matching gift process.

Eligibility

AmeriGives' matching gift processing system provides multiple checking of employee and recipient organization eligibility under your company's guidelines and limits. For example, if a donor is not in your employee database or the eligibility of a recipient organization falls into a gray area as per program guidelines, then these items are automatically queued to the database administrator assigned to your account. The Database Administrator (DBA) then researches the issue and makes a determination of eligibility along with the Client Service Manager (CSM) assigned to your account. If an issue is still under question, then the CSM will contact the appropriate person at your company for a final decision.

Verification

AmeriGives utilizes a proprietary on-line recipient organization verification process to verify the receipt of a donor's original gift prior to making a match. We currently have agreements with more than 4,500 non-profit organizations to participate in our program, and for organizations that are not registered with us, we use paper verification forms that must be mailed or faxed back.

Reporting

AmeriGives provides a comprehensive reporting package that includes standard monthly activity reports, year-end summary reports and voucher payouts. These reports are available to your Matching Gift staff members via a special login and password on the



administrative portion of the website. Real-time, on-demand and ad hoc queries are also available through the site for specific time periods, employees, recipient organizations, etc. Our reporting system is comprehensive yet flexible, allowing your company to receive customized reports on demand.

Disbursement

AmeriGives' payment disbursement system includes extensive balancing and reconciliation features that ensure on-time, accurate payment disbursements to recipient organizations. Each quarter (or month), your CSM will prepare a voucher report of all approved gifts ready for payment. These items are then presented to your company for final approval.

Following voucher approval, your company deposits the funds to be disbursed into an AmeriGives positive pay bank account in trust for your company. AmeriGives then prepares the checks (using a secure check stock and check writing system) and mails the checks directly to the recipient organizations. On a monthly basis, AmeriGives provides you with a detailed check register and account reconciliation statement.

We Provide Matching Gift Clients with:

- A Client Service Manager (CSM) to oversee all aspects of program development and management
- All other personnel needed to execute your program from start to finish
- A customized, state-of-the-art matching gift website
- Optional website customization to capture new gifts via credit card or check
- A toll-free telephone number answered in your company's name
- Customer service representatives both on the phone and online
- Online personnel data and donor verification
- Determination of recipient organization eligibility under your guidelines
- Extensive IRS status and Patriot Act vetting of all U.S. and Canadian charities
- Acquisition and maintenance of databases to verify donor eligibility and giving histories
- Comprehensive, variable content correspondence with laser signatures and logo
- Recipient organization transmittal correspondence
- Hosting and maintenance of entire information technology infrastructure
- Automated detection of donor limits and duplicate gifts
- Changes of web and form registration platforms and correspondence as needed
- Handling of institution inquiries
- Tracking of every gift
- Automated detection of donor limits and duplicate gifts
- Institution verification for all original and matching gifts
- Donor confirmation letters or e-mails
- Processing of all exception and follow-up correspondence
- Determination of eligibility for new institutions
- Processing for gifts of securities
- "Special handling" for client designated VIP's and senior management
- Institution confirmation/transmittal letters that include gift details
- Maintenance of databases for institution profiles and alias names

We Provide Matching Gift Program Managers with:

- Assistance in the design of all forms, correspondence and web pages



- Remote real-time access to program databases, reports and current status inquiries
- Voucher feeds for check production
- Monthly activity and management reports
- Year-end activity and management summaries
- Special reports to fulfill your specific needs
- Secure check production and printed check register
- Authorized laser signatures on all necessary documents
- Folding, stuffing and mailing with institution confirmations
- "Positive Pay" check production (branded with your company's logo)
- OBRA Tax receipt management and tracking

EMPLOYEE GIVING CAMPAIGNS

Overview

AmeriGives' Employee Giving Campaign solution provides for a variety of campaign related needs including managing one-time employee donations, multiple payroll deductions and on-line employee giving histories; vetting employee designated agencies against campaign guidelines and applicable US government lists; and providing various reports throughout the campaign period and beyond. The cornerstone of this solution is a customized, campaign website that accurately conveys your company's brand and corporate values. Through our solution, your employees have the convenience of registering their pledges via the web, form or telephone.

In addition to branding the website with custom logos, text and functionality, we also assist your company in the creation of pledge forms and campaign giving guidelines. By using data sets furnished by your company, we pre-populate our pledge-processing database with employee information and previous campaign pledge history to expedite the process for all parties involved.

Reporting

AmeriGives provides a comprehensive campaign reporting package that includes:

- Total dollar contributions and number of participants by department and team
- Performance reports of each department and team
- Status of participation by location
- Amount pledged by organization and donor
- Amount actually distributed by organization
- Voucher and summary reports
- Customized reports at no additional charge

These reports are available to your campaign managers via a special login and password on the administrative portion of the website. Real-time, on-demand and ad hoc queries are also available 24/7 through the site for specific time periods, employees, recipient organizations, etc. Our reporting system is comprehensive yet flexible, allowing your company to receive customized reports on demand.



Disbursement

AmeriGives' payment disbursement system includes extensive balancing and reconciliation features that ensure on-time, accurate payment disbursements to recipient organizations. Each quarter (or month), your CSM will prepare a voucher report of all approved donations ready for payment. These items are then presented to your company for final approval.

Following voucher approval, your company deposits the funds to be disbursed into an AmeriGives positive pay bank account in trust for your company. AmeriGives then prepares the checks (using a secure check stock and check writing system) and mails the checks directly to the recipient organizations. On a monthly basis, AmeriGives provides you with a detailed check register and account reconciliation statement.

We Provide Employee Giving Campaign Clients with:

- A Client Service Manager (CSM) to oversee all aspects of program development and management
- All other personnel needed to execute your campaign from start to finish
- A customized, state-of-the-art employee giving campaign website
- A toll-free telephone number answered in your company's name
- Customer service representatives both on the phone and online
- Online personnel data and donor verification
- Determination of recipient organization eligibility under your guidelines
- Extensive IRS status and Patriot Act vetting of all U.S. and Canadian charities
- Acquisition and maintenance of databases to verify donor eligibility and pledging histories
- Tracking of every pledge and donation
- Processing for payroll deductions, credit card and gifts of securities
- Comprehensive, variable content correspondence with laser signatures and logo
- Custom design services for all correspondence and web-based campaign materials
- Recipient organization transmittal correspondence
- Hosting and maintenance of entire information technology infrastructure
- Changes of web, form based pledge forms and correspondence templates as needed
- Handling of institution inquiries
- Donor confirmation letters or e-mails
- Processing of all exception and follow-up correspondence
- Determination of eligibility for new institutions
- "Special handling" for client designated VIP's and senior management
- Institution confirmation/transmittal letters that include gift details
- Maintenance of databases for institution profiles and alias names

We Provide Employee Giving Campaign Managers with:

- Remote real-time access to campaign databases, reports and current status inquiries
- Investigation of donations needing clarifications or further information
- Voucher feeds for check production
- Campaign activity and management reports
- Detailed end of campaign summaries
- Special reports as per your company's requirements
- Direct payment to recipient institutions
- Secure check production and printed check register



- Authorized laser signatures on all necessary documents
- Folding, stuffing and mailing with institution confirmations
- "Positive Pay" check production (branded with your company's logo)
- OBRA Tax receipt management and tracking

VOLUNTEER MATCHING GRANTS

Our customized Volunteer Grant Program solution (Dollars-For-Doers) is designed to meet your company's specific needs. We manage and oversee all aspects of volunteer registration and matching grant validation, while also handling the time consuming clerical tasks of repetitive correspondence, grant processing, exception tracking, eligibility guideline enforcement and grant confirmations.

Employees may register as individuals or teams over the Internet, via telephone or by form. Since our systems are updated in real-time, we ensure accurate grant processing and timely correspondence for participating volunteers and recipient organizations.

We provide our Volunteer Matching Grant Program Clients with:

- A Client Service Manager (CSM) to oversee all aspects of program development and management
- All other personnel needed to execute your program from start to finish
- A customized, state-of-the-art volunteer grant program website
- A toll-free telephone number answered in your company's name
- Customer service representatives both on the phone and online
- Online personnel data and volunteer verification
- Determination of recipient organization eligibility under your guidelines
- Extensive IRS status and Patriot Act vetting of all U.S. and Canadian charities
- Acquisition and maintenance of databases to verify volunteer eligibility
- Comprehensive, variable content correspondence with laser signatures and logo
- Recipient organization transmittal correspondence
- Hosting and maintenance of entire information technology infrastructure
- Automated detection of hour limits and duplicate gifts
- Changes of web and form registration platforms and correspondence as needed
- Handling of institution inquiries
- Volunteer confirmation letters or e-mails
- Processing of all exception and follow-up correspondence
- Determination of eligibility for new institutions
- "Special handling" for client designated VIP's and senior management
- Institution confirmation/transmittal letters that include volunteer grant details
- Maintenance of databases for institution profiles and alias names

We provide our Volunteer Matching Grant Program Managers with:

- Assistance in the design of all forms, correspondence and web pages
- Remote real-time access to program databases, reports and current status inquiries
- Voucher feeds for check production
- Monthly activity and management reports
- Year-end activity and management summaries
- Special reports as per your company's specifications
- Secure check production and printed check register



- Authorized laser signatures on all necessary documents
- Folding, stuffing and mailing with institution confirmations
- "Positive Pay" check production (branded with your company's logo)
- OBRA Tax receipt management and tracking

VOLUNTEER HOUR TRACKING & EVENT MANAGEMENT

Volunteer Hour Tracking

Our customized volunteer hour tracking solution is specifically designed to meet your company's needs. We manage and oversee all aspects of volunteer registration and hour validation, while also handling the time consuming clerical tasks of repetitive correspondence, hour tracking, eligibility guideline enforcement and confirmation.

Employees may register as individuals or teams over the Internet, via telephone or by form. Since our systems are updated in real-time, we ensure accurate hour tracking and timely correspondence for participating volunteers and recipient organizations.

We Provide Volunteer Hour Tracking Program Clients with:

- A Client Service Manager (CSM) to oversee all aspects of program development and management
- All other personnel needed to execute your program from start to finish
- A customized, state-of-the-art volunteer hour tracking website
- A toll-free telephone number answered in your company's name
- Customer service representatives both on the phone and online
- Online personnel data and volunteer verification
- Handling of all volunteer and institution inquiries
- Tracking of all volunteer hours
- Institution Verification for all volunteer hour registrations
- Volunteer confirmation letters or e-mails
- Processing of all exception and follow-up correspondence
- "Special handling" for client designated VIP's and senior management
- Maintenance of databases for institution profiles and alias names

We Provide Volunteer Hour Tracking Program Managers with:

- Assistance in the design of all forms, correspondence and web pages
- Remote real-time access to program databases, reports and current status inquiries
- Monthly activity and management reports
- Year-end activity and management summaries
- Special reports as per your company's specifications

Volunteer Event Management

Planning a breast cancer awareness walk? Or how about a company-wide "kiss the pig" contest? Our customized Event Management Solution is perfectly designed to help you manage your big affair.

Our customizable event website allows employees to view an event calendar, community bulletin board and register for the event itself (as well as all pre and post event activities).



We manage and oversee all aspects of registration, while also handling the time consuming clerical tasks of repetitive correspondence, hour tracking, eligibility guideline enforcement and confirmation.

Employees may register as individuals or teams over the Internet, via telephone or by form. Since our systems are updated in real-time, we ensure accurate tracking and timely correspondence for participating employees and organizations.

We Provide Event Management Clients with:

- A Client Service Manager (CSM) to oversee all aspects of program development and management
- All other personnel needed to execute your program from start to finish
- A customized, state-of-the-art event management website
- A toll-free telephone number answered in your company's name
- Customer service representatives both on the phone and online
- Online personnel data and verification
- Handling of all employee and/or institution inquiries
- Tracking of all volunteer hours pledged
- Employee volunteer confirmation letters or e-mails
- Processing of all exception and follow-up correspondence
- "Special handling" for client designated VIP's and senior management
- Maintenance of databases for institution profiles and alias names

We Provide Event Management Program Managers with:

- Assistance in the design of all forms, correspondence and web pages
- Remote real-time access to program databases, reports and current status inquiries
- Monthly activity and management reports
- Year-end activity and management summaries
- Special reports as per your company's specifications

DISASTER RELIEF CAMPAIGNS

AmeriGives is particularly sensitive to the needs of companies wanting to quickly implement a special campaign to help victims of far-reaching disasters such as Hurricane Katrina, 9/11 and the Asian Tsunami.

AmeriGives works closely with clients to create and execute effective campaigns that relieve the burden of fundraising from program managers. We create a customized disaster relief website that informs donors of campaign guidelines along with other special information. This special campaign website is designed to solicit original gifts and can process all methods of giving including cash, checks, payroll deductions and credit cards.

As with our other solutions, campaign progress is updated in real-time. Program managers are given direct access to the system through the Internet 24/7 – enabling them to track all aspects of the campaign at anytime.



Donations made via credit card are processed using a secure payment gateway server and processor with built-in fraud protection. For donations made via payroll deduction, we capture all of the necessary data and provide it directly to your company's HR department to process the payroll withdrawal.

To encourage participation, AmeriGives will send e-mails to your employees containing a direct link to the disaster relief website. We will also post the link along with special campaign information on your company's Intranet. Donors who participate in the campaign will receive thank you correspondence containing the details of their donation along with a receipt for their records.

In short, AmeriGives provides all of the necessary elements associated with a special disaster relief campaign including promotion, funds disbursement, detailed reports and more (please see our other solutions for more details).

SPECIAL CAMPAIGNS

Sponsoring an employee read-a-thon? Or perhaps a corporate canned food drive in the month of May? If so, AmeriGives can help you reach your special campaign goals.

AmeriGives works closely with clients to relieve the burden of unique fundraising or tracking programs from department managers. We create a customized website that informs employees of the special campaign goals and guidelines, along with other pertinent information. This special campaign website can be designed to do a variety of functions – from tracking the number of hours employees devote to working out in a "get fit" campaign, to tracking the number of cookies employees purchase during Girl Scout season.

As with our other solutions, campaign progress is updated in real-time and program managers are given direct access to the system through the Internet 24/7.

For special campaigns that solicit original gifts, donations can be made via cash, check, payroll deduction and credit card. Donations made via credit card are processed using a secure payment gateway server and processor with built-in fraud protection. For donations made via payroll deduction, we capture all of the necessary data and provide it directly to your company's HR department to process the payroll withdrawal.

To encourage campaign participation, AmeriGives will send e-mails to your employees containing a direct link to the special campaign website. We will also post the link along with special campaign information on your company's Intranet.

In short, AmeriGives provides all the necessary elements associated with a special campaign. Just let us know what you have in mind and we will show you exactly how we can help.



WHY US?

- AmeriGives has nearly 30 years experience in the corporate giving marketplace.
- AmeriGives provides the most customized solutions at the best price.
- AmeriGives utilizes the best technology available, second to none.
- AmeriGives has the lowest client to customer service ratio in the industry.
- AmeriGives offers the only satisfaction guarantee in the industry.
- AmeriGives has the most up-front, all-inclusive transaction based pricing structure in the industry.
- AmeriGives invests in its staff and technology, and keeps its overhead modest to pass along the savings to our clients.
- AmeriGives has the best customer service talent in the business with several representatives fluent in French and Spanish for international employees.
- AmeriGives provides smaller accounts with the same level of service as our Fortune 100 clients.
- AmeriGives does not require dozens of data entry or filing staff because we operate in a more efficient, technologically advanced environment.
- AmeriGives utilizes a *positive pay trustee account* to disperse funds, prevent check fraud and ensure that all of your checks are branded with your company's logo and donor information.
- AmeriGives never takes ownership of your money, never commingles accounts, never profits from a float and never uses a third-party charity to disburse funds.
- AmeriGives is better prepared than any other outsourcing firm to face possible environmental or national emergencies.
- The commitment of several of the most prominent *financial companies* as clients speaks volumes about our accounting practices, financial strength, protocols and safeguards.
- The commitment of several the most prominent *technology companies* as clients speaks volumes about the quality of our equipment, data security measures and privacy practices.

Why Bigger is Not Always Better...

Imagine yourself deciding between two different daycare providers. Would you rather send your child to a place that looks after 200 children or one that looks after 30 children? Would you feel more comfortable with 15 teachers taking care of 200 kids (1 to 13 ratio), or 7 teachers taking care of 30 kids (1 to 4 ratio)? Where do you think your child will receive more individual attention?

Shopping for a corporate giving firm is a slightly different scenario, but the same principle applies. At AmeriGives, we know we aren't the biggest firm in the industry, and to us, that's a good thing. We pride ourselves in being able to keep our staff to client ratio the lowest in the business and giving each and every company the attention – and resources – they deserve.



How We Keep Our Prices Lower...

Some of our competitors believe that large buildings, fancy office décor and inflated staff numbers are strong sales points. They even go so far as to stress their multi-million dollar annual revenues as a competitive advantage – forgetting that you, the client, are the one footing the bill for all that luxury.

At AmeriGives, we invest our money where it counts: in our people and our technology. Our office furniture may be modest but that's exactly how we can pass along the savings to you. Because we utilize the best technology available, we have eliminated the need for numerous staff to process paper forms and enter data. We are more efficient because we operate in a paperless environment – thus, enhancing our ability to provide the highest quality of service at the lowest possible price.

The Benefits of Paperless Processing...

Our continued emphasis on state-of-the-art technology has led to us to an internal, paperless solution for the administration of corporate giving programs. By eliminating paper, we have shortened the gift processing cycle and have eliminated the need and cost of data entry staff (which comprises a large part of our competitors' staff numbers).

So how can we have a paperless system while still being able to offer form based donor registrations and institution verifications? The answer is that we scan all forms into an image database – making the data electronically retrievable from a central neural system and available to program managers 24/7. We'll even provide you with the images of specific documents upon request at no additional charge.

Therefore, all of your information is electronically retrievable from our central neural system – allowing your employees and recipient organizations the convenience of paper registration and verification, while our back-end paperless processing provides your staff with the convenience of Internet based access to all information – saving your company time, money and storage space.

Why One Size Does Not Fit All...

We believe that no other outsourcing firm can offer a more customized solution at a better price. Have a unique website in mind? Or a unique program not listed here? Then call us today at **1-800-628-2446** and let us show you how we can help you achieve your goals.

Our Exclusive Satisfaction Guarantee

We are so confident in our ability to exceed your expectations that you can cancel our contract at *any time* and for *any reason* with just 60 days written notice. It's that simple.

We also have a special guarantee program for companies contemplating a switch from another vendor. Please contact sales@amerigives.com or call 1-800-628-2446 ext. 119 for more information.



TECHNOLOGY

Vendors with outdated systems will tell you that technology alone does not ensure a successful program – and they're right. But when you combine the best technology in the business with the highest level of customer service, you have a solution that's second to none.

AmeriGives maintains a state-of-the-art technological and operational environment that sets the standard in the corporate giving marketplace.

Our Data Center provides us with an integrated set of resources including servers, imaging systems, workstations, PCs, telecommunication equipment and all necessary peripherals to do everything it takes to efficiently and accurately manage your corporate giving program.

Our websites for transaction processing are hosted internally on multiple Windows application servers accessing an Oracle Relational Database Management System running on Windows servers. External data communications are provided by a T1 connection to the Internet protected by a router and dual firewalls. Internal network communications between the router/firewalls to the Web applications servers are handled via a 10/100BaseT network-wiring infrastructure, featuring switches and a load-balancing device.

Individual client websites use Microsoft's Internet Information Server (IIS) and are developed using Microsoft Active Server Pages and the .NET environment (ASP.NET). Sites are customized to meet the needs of each client's giving programs.

Our information technology infrastructure is designed for fault tolerance and high availability with redundancy built in both the component and system level. The multiple application servers hosting MS IIS Web server software have RAID 1 mirrored hard disk systems.

The dual database servers hosting the Oracle RDBMS have RAID 1, mirrored system hard drives with the database resident on a RAID 5 hot swappable disk array. All servers have redundant power supplies. The primary Oracle database is replicated to the stand-by database on the second. The network is protected by dual firewalls, and dual Ethernet switches handle the 10/100BaseT-wiring infrastructure.

AmeriGives' telecommunication infrastructure is robust. Voice communications are supported by dual T1 lines – one providing local service and one providing long distance service. Both lines are connected to an Avaya IP Office Communications Switch that handles call routing as well as our voice mail system.

AmeriGives also uses document imaging to scan and store all transaction related paper forms and recipient organization verification forms. As part of our disaster prevention and recovery plan, it permits us to make any form available in an electronic image format at anytime.

Full database backups are performed daily. In addition, the Oracle database is replicated to a standby database server located in a secure, remote site out of state in case of national or environmental emergencies. Full system backups are performed weekly and stored offsite in a bank vault.



Our technology team includes an experienced staff of dedicated, in-house, application and database development professionals. These professionals maintain, enhance and extend information technology to provide the best employee giving program registration and administration services in the industry.

IRS & PATRIOT ACT VETTING

IRS Status Screening

Our proprietary system downloads the current IRS database files of all U.S. exempt organizations and compares the status with organizations in our database. If the status is the same, the organization's status is marked as current. If the status is different or the organization is not listed on the IRS database, the organization is queued to an experienced database administrator. The DBA is then responsible for further research about the non-profit and makes a final determination concerning the IRS status of the organization.

OFAC Scrubbing

The AmeriGives OFAC "scrubbing" process involves comparing AmeriGives' internal database file of recipient organizations against the lists specified in the guidelines below. The lists are downloaded from the listed sites and compared with the organizations in our database. If there is a match, the DBA marks the organization ineligible for all client programs. Our automated disbursement voucher preparation process also verifies that the organization is eligible at the time the voucher is prepared prior to any payment. A schematic diagram of the process is depicted in the Patriot Act Diagram below.

Terrorist Organization Identification Guidelines

It is illegal for any U.S. company to make a gift to a charitable organization that has been designated as either a foreign terrorist organization or an organization that provides material support or resources for terrorism pursuant to the U.S.A. Patriot Act or Executive Order 13224 of the President of the United States (the "Executive Order"), or otherwise by the President of the United States, the U.S. Department of the Treasury, the U.S. Department of State, or any other U.S. governmental entity. This requirement is satisfied if the organization does not appear on any of the following lists:

Executive Order 13224

<http://www.state.gov/s/ct/rls/fs/2002/16181.htm>

The list of persons determined by the Secretary of State, in consultation with the Secretary of the Treasury and the Attorney General, to have committed, or to pose a significant risk of committing, acts of terrorism that threaten the security of U.S. nationals or the national security, foreign policy or economy of the United States pursuant to the Executive Order. This list currently appears at the Internet URLs:

<http://www.state.gov/s/ct/rls/fs/2003/17067.htm>

<http://www.treasury.gov/offices/enforcement/ofac/programs/terror/terror.pdf>



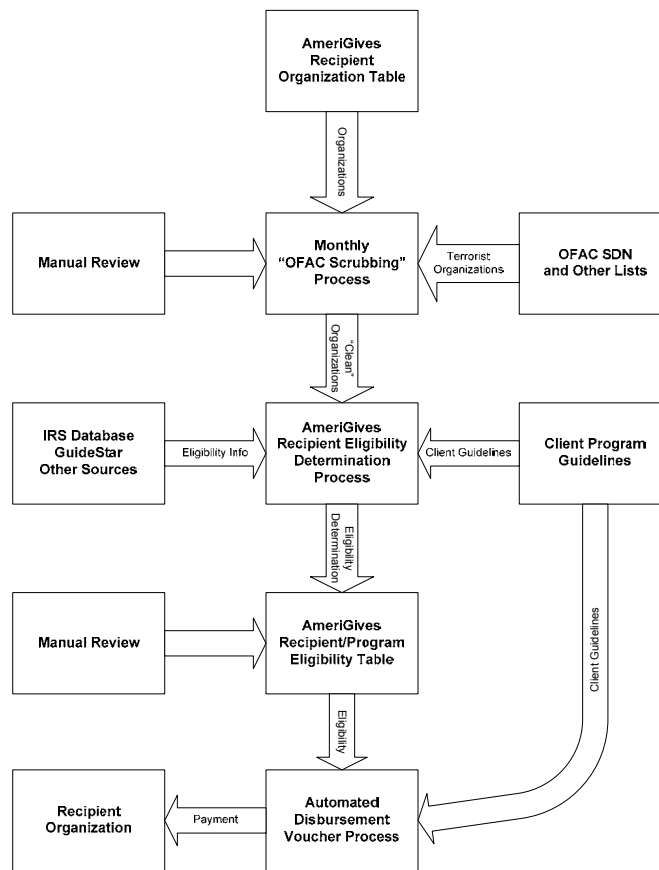
The list of persons determined by the Secretary of the Treasury, in consultation with the Secretary of State and the Attorney General, to be owned or controlled by, or to act for or on behalf of those persons listed in the Annex to the Executive Order or who are otherwise subject to the Executive Order. This list is currently included in the Annex to the Executive Order and appears at the Internet URL listed above.

The list of "Specially Designated Nationals and Blocked Persons" maintained by the U.S. Department of the Treasury pursuant to the U.S.A. Patriot Act and who have been determined to be persons who provide material support or resources for terrorism or foreign terrorist organizations. This list currently appears at the Internet URL:

<http://www.ustreas.gov/offices/enforcement/ofac/sdn/>

AmeriGives also checks any future list maintained pursuant to U.S. law to prevent the funding or support of terrorist organizations or terrorism.

AmeriGives' Patriot Act Screening Process



Recipient Organization Eligibility Determination Process

Rev C - 1/5/04



PRIVACY & SECURITY

For nearly 30 years, AmeriGives, Inc. ("AmeriGives") has adhered to the most stringent privacy protection and data security measures in the industry. AmeriGives deeply respects the privacy of both individuals and corporations, and values the confidence of its customers, prospective customers and employees. Therefore, AmeriGives collects and uses personal information in a manner consistent with U.S. privacy laws and **Safe Harbor Principles** developed by the U.S. Department of Commerce and the European Commission.

This Safe Harbor Privacy Policy ("Policy") sets forth the privacy principles that AmeriGives follows with respect to transfers of personal information anywhere in the world. In sum:

1. AmeriGives does not publish or share the names of its clients under any circumstance without the express, written permission from a client who agrees to serve as a business reference.
2. AmeriGives does not use sub-contractors or vendors to perform any services for our customers.
3. AmeriGives does not sell or trade information with third parties for any reason.
4. AmeriGives does not share client information with any other person or entity outside of performing specific duties and fulfilling commitments as directed in writing, by contractual agreement with the client.
5. AmeriGives does not share client employee/donor information with any other person or entity outside of performing specific duties and fulfilling commitments as directed in writing, by contractual agreement with the client.
6. AmeriGives does not share prospective client information with any other person or entity outside of performing specific duties and fulfilling commitments as directed in writing, by non-disclosure agreement or letter of intent with the prospective client.
7. AmeriGives does not share AmeriGives employee information with any other person or entity outside of performing specific duties and fulfilling commitments relating to the verification of an employee's educational history, work history, credit history, work status, identity, conducting a criminal background check and/or the administration of payroll and benefits.

I. SAFE HARBOR

The United States Department of Commerce and the European Commission have agreed on a set of data protection principles and frequently asked questions (the "Safe Harbor Principles") to enable US companies to satisfy the requirement under European Union law that adequate protection be given to Personal information transferred from the EU to the United States. The EEA also has recognized the US Safe Harbor as providing adequate data protection (OJ L 45, 15.2.2001, p.47). Consistent with its commitment to protect personal privacy, AmeriGives adheres to the Safe Harbor Principles by choosing to not share information with any other person or entity outside of performing duties and fulfilling commitments as directed in writing, by contractual agreements with our clients.



AmeriGives has a Director of Data Privacy & Security who ensures compliance with all privacy and data security issues. AmeriGives educates its employees concerning compliance with this Policy and has self-assessment procedures in place to assure compliance. The Director of Data Privacy & Security is available to any individual who may have questions concerning this Policy or data security practices.

II. SCOPE

This Policy applies to all personal information received by AmeriGives in any format including electronic, paper or verbal. AmeriGives collects and processes personal information concerning current and former client employees. AmeriGives will not sell or share this information with third parties. On a global basis, AmeriGives will establish and maintain business procedures that are consistent with this Policy.

Personal information collected by AmeriGives from employees and applicants for employment is maintained at its corporate offices in Stuart, Florida. AmeriGives collects personal information of its own employees for, among other things, legitimate human resource business reasons such as payroll administration; filling employment positions; administration and operations of its benefit programs; meeting governmental reporting requirements; security, health and safety management; performance management; company network access; and authentication. AmeriGives does not request or gather information regarding political opinions, religion, philosophy or sexual preference. To the extent AmeriGives maintains information on an individual's medical health or ethnicity (as legally required), AmeriGives will protect, secure and use that information in a manner consistent with this Policy and applicable law.

Personal information collected by AmeriGives from clients and prospective customers are maintained at its corporate offices in Stuart, FL. AmeriGives collects Personal information for, among other things, legitimate business reasons such as customer service; meeting governmental reporting and records requirements; maintenance of accurate accounts payable and receivable records; internal marketing research; safety and performance management; financial and sales data; and contact information. All Personal information collected by AmeriGives will be used for legitimate business purposes consistent with this Policy and not shared with any other person or entity unless express written permission is received from the client or prospective customer.

III. DEFINITIONS

"Personal Information" means any information or set of information that identifies or could be used by or on behalf of AmeriGives to identify an individual. Personal information does not include information that is encoded or anonymized, or publicly available information that has not been combined with non-public Personal information.

"Sensitive Personal information" means personal information that reveals race, ethnic origin, employee status, employee id numbers, email addresses, or that concerns health. In addition, AmeriGives will treat any and all information received from its clients or prospective customers as sensitive information.



IV. PRIVACY PRINCIPLES

The privacy principles in this Policy are based on the seven Safe Harbor Principles.

(1) NOTICE: Where AmeriGives collects Personal information directly from individuals, it will inform them about the purposes for which it collects and uses Personal information about them and the choices and means, if any, AmeriGives offers individuals for limiting the use and disclosure of their Personal information. Notice will be provided in clear and conspicuous language when individuals are first asked to provide Personal information to AmeriGives, or as soon as practicable thereafter, and in any event before AmeriGives uses the information for a purpose other than that for which it was originally collected. AmeriGives may disclose Personal information if required to do so by law or to protect and defend the rights or property of AmeriGives.

(2) CHOICE: AmeriGives will offer individuals the opportunity to choose (opt-out) whether their Personal information is (a) to be disclosed to a non-agent third party, or (b) to be used for a purpose other than the purpose for which it was originally collected or subsequently authorized by the individual.

For sensitive Personal information, AmeriGives will give individuals the opportunity to affirmatively and explicitly (opt-in) consent to the disclosure of the information or the use of the information for a purpose other than the purpose for which it was originally collected or subsequently authorized by the individual.

AmeriGives will provide individuals with reasonable mechanisms to exercise their choices should requisite circumstances arise.

(3) DATA INTEGRITY: AmeriGives will use Personal information only in ways that are compatible with the purposes for which it was collected or subsequently authorized by the individual. AmeriGives will take reasonable steps to ensure that Personal information is relevant to its intended use, accurate, complete and current.

(4) TRANSFERS TO AGENTS: AmeriGives will obtain assurances from its Agents that they will safeguard Personal information consistently with this Policy. Examples of appropriate assurances that may be provided by Agents include: a contract obligating the Agent to provide at least the same level of protection as is required by the relevant Safe Harbor Principles, being subject to EU Directive 95/46/EC (the EU Data Protection Directive), Safe Harbor certification by the Agent, or being subject to another European Commission adequacy finding (e.g., companies located in Switzerland). Where AmeriGives has knowledge that an Agent is using or disclosing Personal information in a manner contrary to this Policy, AmeriGives will take reasonable steps to prevent or stop the use or disclosure. AmeriGives holds its Agents accountable for maintaining the trust our employees and customers place in the company.

(5) ACCESS AND CORRECTION: Upon request, AmeriGives will grant individuals reasonable access to Personal information that it holds about them. In addition, AmeriGives will take reasonable steps to permit individuals to correct, amend or delete information that is demonstrated to be inaccurate or incomplete. Any AmeriGives employee that desires to review or update their Personal information can do so by contacting AmeriGives' Human Resources Representative.



(6) SECURITY: AmeriGives will take reasonable precautions to protect Personal information in its possession from loss, misuse and unauthorized access, disclosure, alteration and destruction. AmeriGives protects data in many ways. Physical security is designed to prevent unauthorized access to database equipment and hard copies of sensitive Personal information. Electronic security measures continuously monitor access to our servers and provide protection from hacking or other unauthorized access from remote locations. This protection includes the use of firewalls, restricted access and encryption technology. AmeriGives limits access to Personal information and data to those persons in the AmeriGives organization, or as agents of AmeriGives, that have a specific business purpose for maintaining and processing such Personal information and data. Individuals who have been granted access to Personal information are aware of their responsibilities to protect the security, confidentiality and integrity of that information and have been provided training and instruction on how to do so.

(7) ENFORCEMENT: AmeriGives will conduct compliance audits of its relevant privacy practices to verify adherence to this Policy and the US Department of Commerce Safe Harbor Principles. Any employee that AmeriGives determines is in violation of this Policy will be subject to disciplinary action up to and including termination of employment.

V. DISPUTE RESOLUTION

Any questions or concerns regarding the use or disclosure of Personal information should be directed to the AmeriGives Privacy Office at the address given below. AmeriGives will investigate and attempt to resolve complaints and disputes regarding use and disclosure of Personal information in accordance with the principles contained in this Policy. For complaints that cannot be resolved between AmeriGives and the complainant, AmeriGives has agreed to participate in the dispute resolution procedures of the panel established by the European data protection authorities to resolve disputes pursuant to the Safe Harbor Principles.

VI. INTERNET PRIVACY

AmeriGives regards the Internet, intranets and the use of other technologies as valuable tools for communicating and interacting with clients, prospective clients, business partners and others. AmeriGives recognizes the importance of maintaining the privacy of Personal information collected through websites that it operates. AmeriGives' sole purpose for operating its websites is to provide information concerning products and services to client employee/donors and recipient organizations. Visitors can reach AmeriGives on the Web without revealing any Personal information. Visitors on the Web may elect to voluntarily provide Personal information via AmeriGives "Contact Us" feature, but are not required to do so. AmeriGives collects information from visitors to the websites who voluntarily provide Personal information by requesting information on services or seeking employment. The Personal information voluntarily provided by website users is contact information limited to the user's name, home and/or business address, phone numbers and email address. AmeriGives collects this information so it may answer questions and forward requested information. AmeriGives does not sell or share this information with third parties.

AmeriGives may also collect anonymous information concerning website users through the use of "cookies" in order to provide better customer service. "Cookies" are small files that websites place on users' computers to identify the user and enhance the website



experience. None of this information is reviewed at an individual level. Visitors may set their browsers to provide notice before they receive a cookie, giving the opportunity to decide whether to accept the cookie. Visitors can also set their browsers to turn off cookies. If visitors do so, however, some areas of AmeriGives websites may not function properly.

AmeriGives does not create or maintain any websites directed toward children. Nevertheless, AmeriGives is committed to complying with applicable laws and requirements, such as the United States' Children's Online Privacy Protection Act ("COPPA").

AmeriGives website users have the option to request that AmeriGives not use information previously provided, correct information previously provided or remove information previously provided to AmeriGives. Those that would like to correct or suppress information they have provided to AmeriGives should forward such inquiries to:

AmeriGives Privacy Inquiries
Attention: Director of Data Privacy & Security
2793 SE Monroe Street
Stuart, FL 34997

The inquiries should include the individual's name, address, and other relevant contact information (e.g. phone number, email address). AmeriGives will use all reasonable efforts to honor such requests as quickly as possible.

AmeriGives' websites may contain links to other "non-AmeriGives" websites. AmeriGives assumes no responsibility for the content or the privacy policies and practices on those websites. AmeriGives encourages all users to read the privacy statements of those sites as their privacy practices may differ from those of AmeriGives.

VII. CHANGES TO THIS SAFE HARBOR PRIVACY POLICY

The practices described in this Policy are current Personal data protection policies as of September 1, 2006. AmeriGives reserves the right to modify or amend this Policy at any time consistent with the requirements of the Safe Harbor Principles. Appropriate public notice will be given concerning such amendments.

In addition, AmeriGives' Board of Directors shall review this Policy on an annual basis and ensure that any and all changes be effectively communicated to the aforementioned parties contained within this document.

FINANCIAL SAFEGUARDS

At AmeriGives, we never take ownership of your money, never commingle accounts, never profit from a float and never use a third-party charity to disburse funds. Instead, we use a non-interest bearing, positive pay trustee account in your company's name. Your company wires money to the account only after you approve a voucher, then we disburse the money to the charities listed on the voucher, usually within 24 hours.

The non-interest bearing account remains at a zero balance until your company approves a voucher payout for a specific payout period (typically every month or quarter). At this time,



your company wires the exact amount of funds needed to disburse for that specific payout period.

Within 2 business days of receiving the wire transfer (usually within 24 hours), AmeriGives prepares the checks and mails them directly to the recipient organizations listed on the approved voucher report. For added security, checks are always mailed out the same day they are prepared.

Our positive pay feature adds an extra layer of protection against fraudulent activity. Prior to a charity being able to cash a check, our bank compares the check to our list of check numbers, recipients and amounts before allowing the funds to be deducted from your account. In addition, each check is branded with your company's logo and information about the individual donor, so that recipient organizations know exactly where the generous donation came from.

AmeriGives' clients always have the option of maintaining their own bank account and performing their own account reconciliation, or maintaining their own bank account and having our staff perform account reconciliation. However it is important to note that more than 90% of our clients – including some of the largest financial institutions in the country – utilize our financial services.

Most importantly, we handle all of our accounting functions internally and do not outsource any of our services. On a monthly basis, our company sends out comprehensive bank reconciliation statements to all of our clients. And for added security, your company can request secure online access to the bank account to check activity at anytime 24/7, at no additional cost.

CONTACT US

For more information about our services, please contact sales@amerigives.com or call 1-800-628-2446 ext. 119

For all other inquiries, please contact us at:

AMERIGIVES, INC.
World Headquarters
2793 SE Monroe Street
Stuart, FL 34997

TEL: 1-800-628-2446

FAX: 1-772-283-2550

Thank You for Your Interest in AmeriGives, Inc.