

Trivalent Group's Philosophy of Corporate Giving

We recognize that healthy, thriving communities depend on involved citizens, organizations and corporate partners for momentum. Our corporate giving policy is founded on the fact that there are finite resources available for such giving which require that the company's charitable contributions be managed as corporate investments governed by a specific set of criteria as outlined below:

1. These investments support societal needs in communities where substantial numbers of active and potential employees live and work.
2. These investments demonstrate a commitment to activities that serve and meet the needs of a diverse community of people in a unique manner.
3. These investments benefit a constituency by increasing and improving access to necessary resources and care

Trivalent Group enthusiastically lends its support and services to causes that provide support for the following basic categories as approved by the executive management team:

1. Human Services – this category shall provide support for disadvantaged/abused persons – especially women and children. At a minimum these programs should provide opportunities that improve the standard of living and improve employment skills or benefits its constituency by increasing and improving access to necessary resources and care. Examples may include YWCA, Women's Resource Centers, Habitat for Humanity and similar
2. Feeding Programs – this category shall provide support for food gleaners, food banks, shelters etc.
3. Research programs (i.e. single disease agencies) – this category shall consist of organizations which conduct research and provide support for cure, prevention of disorders/diseases. Examples may include Autism, Special Olympics, March of Dimes, Diabetes, Cancer etc.
4. Literacy Programs (non school related) – this category shall provide services for disadvantaged constituents to gain access to technology, technology training, distribution of technology, general literacy programs designed to increase overall literacy in communities as described above. Examples include United Way, RIF, Jubilee Jobs, Ellohay, etc.

Investments shall be made to eligible non-profits operating in local Trivalent Group communities.

Program Priorities

Within the categories we have identified areas for priority giving. Human Services will receive top priority for giving investments followed by Feeding Programs and Research Programs. These programs shall comprise the bulk of our giving and will receive up to 80% of the available budget.

Types of Contributions

Cash, Product, Labor/Services or In-Kind donations may be made to eligible organizations.

Used equipment, donations of salvage and surplus items, exclusive of capital assets still on the books may be made to civic or charitable organizations.

Faith-based Organizations

Trivalent Group does contribute to faith-based organizations provided the contributions are not used for inherently religious purposes or to serve a limited constituency. Our contributions to faith-based organizations are designed to enhance services to the larger community in which an organization operates.

Funding Limitations

Trivalent Group **does not** participate with charitable funding to support the following:

- Any group which is not qualified as a nonprofit, tax-exempt organization under Section 501(c)(3) of the Internal Revenue Code
- Groups seeking educational or travel grants for contests, pageants, trips, or conventions
- Advertising, promotional events or sponsorships of athletic or other team based activities, plays, or related
- Lobbying, partisan or denominational groups
- Endowment campaigns
- Sponsorship for individuals or groups participating in cause-related events: i.e. walks, runs, conferences, etc.
- Individual elementary or secondary schools
- Scholarships or aid to organizations that do not specifically meet criteria otherwise defined in the policy.

Trivalent may, however at its discretion, participate through staff volunteers in these activities and will support to the best of its abilities the efforts of staff to participate where it is business positive to do so.

Process for Consideration:

Interested organizations or company staff who would like to submit for consideration shall observe the following process:

1. Full contact information including primary contact person's full name, phone, email and title;
2. Brief description of the organization's purpose, history and accomplishments;
3. An IRS determination letter of Tax-exempt status;
4. Names, if any, of Trivalent Group employees connected to the organization/specific project;
5. Purpose and Objectives of the program
 - a. Needs being addressed
 - b. Plan of action and time frame
 - c. Demographics of group(s) served
 - d. Amount requested and how the funds would be applied
 - e. What is the measurement mechanism for reporting the success of the program and how will the results be communicated
 - f. Specific way that Trivalent Group will be recognized

Requests funded in any one year are not assured of future funding. If renewed funding is desired, the organization should submit an additional application. In order to make an informed decision, we reserve the right to request additional information including; but not limited to the following:

1. Budget for organization and specific project
2. Copy of most recent audited financial statement
3. List of Board Members
4. List of other corporate and foundation contributors
5. List of accrediting agencies, if applicable

Please allow four-six weeks for a response. Emailed or mailed inquiries only. Telephone and faxed inquiries will not be accepted.