

## **Pet Naturals Giving Program Policy**

Pet Naturals of Vermont®, a subdivision of FoodScience Corporation, is proud to support the communities and people that believe in and use our products. The Pet Naturals Giving Program policy ensures that all requests by qualifying organizations in support of ensuring the well-being and positive treatment of animals, inclusive of donations and event sponsorships, are coordinated with our business values of honesty and respect, creativity, imagination, doing the right thing, and health and well-being in mind. It is our hope that we can partner with organizations in support of similar ideals by embodying our mission of helping people and pets live healthier lives every day. As a result of establishing this policy, FoodScience Corporation and its subdivisions will be able to leverage our work to maximize opportunities and grow our visibility, foster long-term relationships, and work within our budget and resources.

This policy establishes a central point of contact for internal and external requests. All corporate expenditures for charitable donations to include dollars and products, sponsorships, fundraising events, recognition dinners, program booklet ads, etc. will be handled accordingly. All incoming and outgoing requests for charitable contributions/sponsorships, in-kind services or support, and company volunteer support, or business courtesies will be coordinated and administered by the Pet Naturals Giving Program via separate email and online portal. Incoming or outgoing requests for sponsorships, charitable donations, volunteers, in-kind services, gifts, giveaways, or business courtesies must be made in writing, submitted through appropriate donation pages, and forwarded to the Pet Naturals Giving Committee for review and final execution. The committee will communicate directly with agencies regarding all requests and coordinate any follow-up documentation and collateral activities such as ads, tickets, invitations, banners, etc. Having everything funneled through the Pet Naturals Giving Committee will allow for traceability, measurability and annual recognition for promotion and impact.

All approved requests must be processed appropriately by the Pet Naturals Giving Committee, indicating name of organization; item(s) donated; dollar or SRP value of donated item(s); date of donation; confirmation of receipt of the organization's charitable donation receipt; and confirmation of receipt of the organization's 501(c)(3) tax ID form.

### **The following guidelines will be referenced to review requests for charitable contributions and sponsorships:**

Only 501(c)(3) non-profit organizations whose mission and values align with those of Pet Naturals will be considered for charitable contributions, sponsorships, or in-kind donations.

Each year, FoodScience Corporation's Marketing department will determine a community giving budget. The Director of Marketing – Pet and Retail and the Giving Committee, acting together or independently, may allocate funds as outlined. The committee will meet quarterly to review applications and make decisions. Organizations requesting support will only be eligible to receive donations once per calendar year. All sponsorship opportunities are available on a first-come, first-serve basis. The Pet Naturals Giving Committee reserves the right to decline requests as they see fit and as annual budget allows.

### **Organizational Eligibility Requirements for Sponsorship:**

In order to qualify as an eligible donation recipient, organizations requesting support of any kind from Pet Naturals must meet or exceed the following eligibility requirements:

- 501(c)3 non-profit organization
- Reject animal cruelty or mistreatment in any form
- Mission and values must align with those of Pet Naturals
- Have not received support of any kind from Pet Naturals within the same calendar year
- Based in Continental U.S.
- Recognize supplements as an effective health solution for people and animals

*FoodScience Corporation will not support organizations that discriminate from age, sex, race, religion, national origin, sexual orientation, or disability concerning employment, volunteer participation, or the provision of services, nor will we support organizations that condone animal cruelty in any way. FoodScience Corporation reserves the right to decline requests as they see fit.*

Donation requests are subject to evaluation and will be rejected if organizations exhibit any of the following:

- Support of political candidates, advocacy or political campaigns
- Support of religious organizations
- Request financial support for capital campaigns
- Request support for local, regional, and/or school-based sports teams
- Request event volunteers. However, event sponsorship opportunity requests may be made
- Refuse to recognize supplements as an effective health solution for people and animals
- Are a “kill shelter”, organizations, or events harming or supporting the harming of animals, or are affiliated in any way with these types of organizations