Fundraising, Donor Privacy and Gift Acceptance Policies

Table of Contents

Fundraising Policy 3

Donor Privacy Policy 4

Gift Acceptance Policy and Principles 5

Required Disclosures for Written Solicitations 7

Fundraising Policy

Mara Elephant Project USA, Inc. (MEP USA) understands that the funding it relies upon to do its work must come from a diverse range of sources and so it will actively develop a mix of fundraising streams in a way that:

- Engages and inspires its supporters and respects their interest in and contributions to support MEP USA's purpose
- Meets its current funding commitments and provides sustainable sources of funding to support its purpose
- Manages risk and maximizes return on funding received

This policy is intended to provide support to the MEP USA staff and Board of Directors (and any other formal or informal group) in planning and implementing fundraising activities that support its purpose. This policy should be read in conjunction with all other MEP USA policies.

1. Fundraising activities and relationships must reflect the mission and values of MEP USA.
2. MEP USA will always work within the law and will strive to achieve recognized 'best practice' in fundraising activities. It will consider membership of 'self-regulatory' bodies when appropriate.
3. Working within the fundraising policy is part of every employee's and Board of Director's responsibilities.
4. MEP USA will ensure that its contractual arrangements and relationships with partners and suppliers support the principles and values set out within this policy.
5. MEP USA is committed to knowing the source and destination of its funds. It will not accept a donation or support where it is clear that to do so would: a) be illegal; b) harm MEP USA's reputation; c) harm MEP USA financially, including where the demands of the funder are not proportionate to the size or type of gift, donation or grant; d) go beyond MEP USA's objectives or scope; e) affect MEP USA's independence.
6. MEP USA will have a clear definition and description of the circumstances in which it will consider accepting or refusing support and for ensuring that the source of large donations is known.
7. MEP USA values its supporters and is accountable to them and will ensure that their gifts, donations and grants are acknowledged and recognized appropriately.
8. MEP USA will ensure that gifts, grants and donations are properly processed, recorded and managed and that reporting requirements are met.
9. MEP USA is committed to transparency, including providing clear, truthful information on its work to supporters and openly reporting how donor funds are spent.
10. MEP USA respects the privacy of its supporters and is committed to managing donors' information responsibly.

This policy was reviewed and approved by the Mara Elephant Project USA, Inc. Board of Directors on February 23, 2026.

Donor Privacy Policy

Mara Elephant Project USA, Inc. respects the privacy of its supporters and is committed to safeguarding personal information and ensuring that donor privacy is protected. This policy is intended to assure donors of this commitment. It applies to all information received by the organization, both online and offline, as well as any electronic, written, or oral communications. MEP USA uses donors' information to understand their interests in its purpose, update them on the organization's plans and activities and acknowledge donations. It may be shared with staff, board members, volunteers and consultants only on a confidential and "need-to-know" basis.
When giving to MEP USA, any gift processed directly through the USA office in Carmel, IN, which includes name, mailing address, email and phone number, will not be traded or sold with any third party. Any gift processed through the MEP website, which includes name, mailing address, email and phone number, will not be traded or sold with any third party. Donor information is stored in a secure software system, Bloomerang, and communications preferences are updated automatically through the opt out feature in email or manually by MEP USA employees upon the donor's request. To update your communications preferences, open an email message from MEP USA and at the end of the message click "Manage Email Preferences". This will allow you to opt out of all communications or update your communications preferences. You may also opt out at any time by emailing info@maraelephantprojectusa.org or calling 317-344-2863. Bloomerang engages a registered data broker, AtData, LLC., which permits them the ability to buy or sell information about consumers from/to other businesses. Consumers may opt out by using the following form: https://www.atdata.com/ccpa-form, by emailing privacy@atdata.com, or mailing to AtData, LLC Attn: Privacy Officer 770 Legacy Pl Dedham, MA 02026.

MEP USA partners with Fund Raising Strategies, Inc. through its affiliated company the ECG Data Center on a direct mail campaign. When donors give to MEP USA through this campaign the following information is collected: name, mailing address, email address, home phone number, cell phone number, gender, age and donation history, including amounts, dates and how the donation was made. This donor data is shared directly with MEP USA and with fundraising vendors who work on our behalf. Through this partnership, MEP USA shares donor information in the following ways: MEP USA rents and exchanges donors' contact information with non-profit and for-profit organizations; MEP USA shares our donors' contact information and giving history with cooperative databases; MEP USA shares our donors' contact information and giving history with prospect modelling vendors; MEP USA shares our donors' contact information and limited giving history with direct mail vendors that work on our behalf to keep our data clean, track the delivery of our mailings and to print and mail our fundraising and thank you mailings; MEP USA may also from time-to-time direct our partners to share donor information with other vendors for purposes not listed above.

It is MEP's policy to communicate with donors according to their expressed preferences whenever possible. We will honor all donor requests to be removed from MEP's communications including our email and direct mail lists. To do so, or if you have comments or questions about this policy, please contact us at info@maraelephantprojectusa.org.

This policy was reviewed and approved by the Mara Elephant Project USA, Inc. Board of Directors on February 23, 2026.

Gift Acceptance Policy and Principles

MEP USA relies on the generosity of its supporters to support its purpose. Thus, it seeks funding from a wide range of donors, including individuals, corporates, trusts and foundations, governments and other funding agencies. This Gift Acceptance Policy, Principles and Procedure govern the acceptance of gifts, grants and donations (hereafter referred to as gifts) by MEP USA and partnerships with donors and others. It also provides guidance to prospective donors and/or their advisors when making gifts to MEP USA.

A. Gift Acceptance Policy

1. MEP USA will accept only such gifts as are legal and consistent with its purpose and mission and will not harm the organization's reputation, financial health, and independence.
2. MEP USA will refrain from providing advice about matters relating to their gifts, such as tax and other financial consequences.
3. MEP USA will make every effort to ensure accepted gifts are in the best interests of the organization and the donor. MEP USA subscribes to the Donor Bill of Rights, which was created by the Association of Fundraising Professionals, the Association for Healthcare Philanthropy, the Council for Advancement and Support of Education, and the Giving Institute.
4. All gifts will be reviewed and approved by MEP USA's fundraising staff to ensure that they are consistent with the mission and consonant with its current or anticipated future programs.
5. MEP USA accepts the following types of gifts, though the list below may not be exhaustive.
    - **Cash gifts** in any form, including by check, money order, credit card, wire transfer, or online.
6. The following types of gifts will be reviewed to assess their financial and/or legal obligations prior to acceptance:
    - **Marketable securities**, which are sold promptly upon receipt unless otherwise agreed by the Board of Directors.
    - **Real estate**, including developed or undeveloped property.
    - **Vehicles**
    - **Planned gifts**, such as bequests in wills and trusts, charitable gift annuities or charitable remainder trusts.
    - **Life insurance or retirement plans**, naming MEP USA as beneficiary.
7. The MEP USA Board of Directors oversees the allocation of all accepted gifts while considering the donor's request for specified areas or programs of work and how they align with MEP USA's purpose.
8. MEP USA will consider refusing gifts in which donor requirements cannot be reasonably met.
9. MEP USA will recognize significant gifts, and such recognition will be developed in cooperation with the donor and will be consistent with the level of support provided.
10. MEP USA will not accept any support that requires an endorsement of a company or its products.
11. MEP USA will respect the intent of donors wishing to remain anonymous. With respect to such gifts, MEP USA will restrict information about the donor to staff, Board of Directors or it's auditing company to comply with IRS Form 990 regulations.

12. MEP USA will not compensate any third party for directing a gift or a donor to the organization.

B. Gift Acceptance and Partnership Principles

MEP USA will apply the following principles when reviewing gifts to the organization and/or establishing partnerships with donors or organizations, including corporates:

1. MEP USA will at all times maintain autonomy and independency of action, meaning donor relationships and other partnerships will not impinge on MEP USA's freedom to comment on or address issues determined at its discretion.
2. MEP USA's intellectual property will be protected at all times.
3. MEP USA will maintain transparency about the financial support it receives and with whom it partners.
4. MEP USA and its donors and/or partners will, when necessary, discuss and agree on the roles and responsibilities of each to achieving our shared aims, including having robust gift or partnership agreements in place.

MEP USA subscribes to the Donor Bill of Rights, which was created by the Association of Fundraising Professionals, the Association for Healthcare Philanthropy, the Council for Advancement and Support of Education, and the Giving Institute.

Donor Bill of Rights
Philanthropy is based on voluntary action for the common good. It is a tradition of giving and sharing that is primary to the quality of life. To assure that philanthropy merits the respect and trust of the general public, and that donors and prospective donors can have full confidence in the non-profit organizations and causes they are asked to support, we declare that all donors have these rights:

1) To be informed of the organization's mission, of the way the organization intends to use donated resources, and of its capacity to use donations effectively for their intended purposes.
2) To be informed of the identity of those serving on the organization's governing board, and to expect the board to exercise prudent judgment in its stewardship responsibilities.
3) To have access to the organization's most recent financial statements.
4) To be assured their gifts will be used for the purposes for which they were given.
5) To receive appropriate acknowledgement and recognition.
6) To be assured that information about their donation is handled with respect and with confidentiality to the extent provided by law.
7) To expect that all relationships with individuals representing organizations of interest to the donor will be professional in nature.
8) To be informed whether those seeking donations are volunteers, employees of the organization or hired solicitors.
9) To have the opportunity for their names to be deleted from mailing lists that an organization may intend to share.
10) To feel free to ask questions when making a donation and to receive prompt, truthful and forthright answers.

Refund of Donations
It is not the normal practice of MEP USA to refund donations. However, if a donor has made an error in making their donation or change their mind about contributing, we will honor their request, where legally possible, for a refund made within 15 business days of the donation being made. To request a refund, an email should be sent to info@maraelephantprojectusa.org including the date of the donation, name and amount. Refunds are returned using the original method of payment, except cash donations will be returned via check. Donations made by credit card will be refunded to the same credit card.

Changing business practices and circumstances may require that we make changes to this privacy policy. Thus, we reserve the right to change this privacy policy at any time.

This policy was reviewed and approved by the Mara Elephant Project USA, Inc. Board of Directors on February 23, 2026.

Required Disclosures for Written Solicitations

Mara Elephant Project USA, Inc.'s purpose is to conserve elephants and the landscapes in which they live, including their biodiversity, ecological function, and peaceful human-wildlife co-existence through support of programs and activities to foster i) applied conservation, ii) research, iii) technological development, iv) education, v) community development, vi) and public awareness within elephant range states and abroad. A copy of the latest financial report, registration filed by this organization and a description of our programs and activities may be obtained by contacting us at: Mara Elephant Project USA, Inc., Claire Bolles, Executive Director, 4000 W. 106th Street Suite 125-238 Carmel, IN 46032, 317-344-2863. If you are a resident of any of the following states, you may obtain financial information directly from the state agency.

Colorado – Colorado residents may obtain copies of registration and financial documents from the office of the Secretary of State, 303-894-2860, www.sos.state.co.us/ Reg. No. 20193030281.

Florida – A COPY OF THE OFFICIAL REGISTRATION AND FINANCIAL INFORMATION MAY BE OBTAINED FROM THE DIVISION OF CONSUMER SERVICES BY CALLING TOLL-FREE, WITHIN THE STATES, 800-435-7352 (800-HELP-FLA) OR BY VISITING www.FloridaConsumerHelp.com REGISTRATION DOES NOT IMPLY ENDORSEMENT, APPROVAL OR RECOMMENDATION BY THE STATE. Florida Registration #**CH62042.**

Georgia – A full and fair description of our programs and our financial statement summary is available upon request at our office and phone number indicated above.

Illinois – Contracts and reports regarding Mara Elephant Project, USA, Inc. are on file with the Illinois Attorney General.

Maryland – For the cost of copies and postage, from the Office of the Secretary of State, State House, Annapolis, MD 21401, 800-825-4510

Michigan – **MICS # 25755**

Mississippi – The official registration and financial information of Mara Elephant Project, USA, Inc. may be obtained from the Mississippi Secretary of State's office by calling 888-236-6167. Registration by the Secretary of State does not imply endorsement by the Secretary of State.

New Jersey – INFORMATION FILED WITH THE ATTORNEY GENERAL CONCERNING THIS CHARITABLE SOLICITATION AND THE PERCENTAGE OF CONTRIBUTIONS RECEIVED BY THE CHARITY DURING THE LAST REPORTING PERIOD THAT WERE DEDICATED TO THE CHARITABLE PURPOSE MAY BE OBTAINED FROM THE ATTORNEY GENERAL OF THE STATE OF NEW JERSEY BY CALLING 973-504-6215 AND IS AVAILABLE ON THE INTERNET AT: http://www.njconsumeraffairs.gov/charity/chardir.htm. REGISTRATION WITH THE ATTORNEY GENERAL DOES NOT IMPLY ENDORSEMENT.

New York – Upon Request, a copy of the latest annual report can be obtained from the organization or from the Office of the Attorney General, by writing the **Charities Bureau, 102 Broadway, New York, NY 10271**

North Carolina – Financial information about this organization and a copy of its license are available from the State Solicitation Licensing Branch at 919-807-2214. The license is not an endorsement by the state.

Pennsylvania – The official registration and financial information of Mara Elephant Project, USA, Inc. may be obtained from the Pennsylvania Department of State by calling toll-free within Pennsylvania 800-732-0999. Registration does not imply endorsement.

Virginia – Financial statements are available from State Division of Consumer Affairs, Department of Agriculture and Consumer Services, PO Box 1163, Richmond, VA 23218.

Washington – Secretary of State at 800-332-4483 or http://www.sos.wa.gov/charities/.

West Virginia – West Virginia residents may obtain a summary of the registration and financial documents from the Secretary of State, State Capitol, Charleston, WV 25305. Registration does not imply endorsement.

Wisconsin – A financial statement of Mara Elephant Project USA, Inc. disclosing assets, liabilities, fund balances, revenue and expenses for the preceding fiscal year is available upon request.

REGISTRATION WITH A STATE AGENCY DOES NOT CONSTITUTE OR IMPLY ENDORSEMENT, APPROVAL OR RECOMMENDATION BY THAT STATE.