



Connecting to the places we call home.
One employee at a time.

Know an organization that could use \$500?

Here's your chance to help it receive funding — easily.

Help enrich the quality of life in your community, your state and nation — by strengthening one of the many threads that make up the fabric of America. From high school debate teams or science clubs, to national health-related fundraising groups or environmental organizations, The Fabric of America Fund allows you to request a BP America donation of up to \$500. If we all participate, this could mean more than \$12 million in new contributions to organizations across the country. Our support will help make BP a stronger thread in the fabric of our country.

The Fabric of America Fund FAQs

Where do I go to request money? To submit a request, go to fabricfund.bp.com between October 1, 2007 and September 30, 2008. If you need a paper request form, call 866-299-4932 and it will be mailed to you.

Are there minimum and maximum contributions from The Fabric of America Fund? Yes. Checks will be written for either \$250 or \$500, so employees may choose to support a maximum of two organizations with a contribution of \$250 each through this program.

When does the Fabric of America Fund program begin and end? The Fabric of America Fund runs from October 1, 2007 to September 30, 2008. A decision on continuing the program in 2009 will be made in 2008.

What is the difference between this program and the matching program? The main difference is that The Fabric of America Fund requires no contribution of money and very little time or effort by BP America employees. This program will also allow for contributions to a broad range of organizations and events. The Employee Matching Fund matches employee donations of time, effort and dollars. The matching program will continue as in the past.

Who is eligible to request Fabric of America funding? BP America employees, except Retail "on site" employees, are eligible.

Who is not eligible to request Fabric of America funding? BP Retail 'on site' employees, contract employees, joint venture (JV) employees and retirees are not eligible.

What information do I need about a school or non-profit organization to get started? You will need the following information in order to submit a contribution request:

- Organization's name
- Organization's mailing address
- Organization's EIN (Employer Identification Number)
- Contact person's name
- Contact person's phone number
- Contact person's e-mail address



What organizations are eligible for funding? Public schools, private non-profit schools and other non-profit organizations with a charitable purpose are eligible. This includes most 501(c)(3) organizations (except those noted on the next page), as determined by the IRS. Nominated organization names will be checked for compliance with the USA PATRIOT Act.

What are examples of the types of activities that will be covered?

- You could help the local high school debate or gymnastics team offset the costs of going to a state competition
- You could help The Humane Society feed and shelter animals.
- A donation to The Future Farmers of America's annual fundraiser will allow kids to enter competitions, or money to the local soccer team may help pay for its awards dinner.
- Heart, diabetes, cancer or any other health-related fundraising group can be supported, or you may wish to help environmental organizations as they seek to accomplish their missions.

What organizations are not eligible for funding? The following organizations or purposes are not eligible:

- Political or fraternal organizations.
- Religious organizations, except to the extent that funds contributed will be used exclusively for programs that benefit the general public (food pantry/soup kitchen, homeless shelter, etc.) and are non-denominational and non-sectarian in nature. Contributions to religious organizations for other purposes are not permitted, including, for example, for purposes of building or maintaining places of worship.
- Organizations that discriminate or limit membership based on race, gender, beliefs, class or cultural considerations.
- BP reserves the right to refuse requests for contributions to organizations whose objectives are deemed to be detrimental to the interests of BP.

Do I need to get a copy of an organization's IRS determination letter? No. In fact an organization does not need to be recognized by the IRS to be eligible. However, an organization must have a charitable purpose, an EIN and operate on a not-for-profit basis.

Can these contributions be used to purchase dinner, event, or raffle tickets, auction items or pay membership dues? No. To avoid contributions that give rise to taxable income to BP employees making requests, Fabric of America Fund contributions cannot be used to purchase dinner or event tickets, raffle tickets or auction items, to pay membership dues or to provide any other personal benefit to employees or their family members. Employees wishing to attend a fundraising event or to purchase raffle tickets or auction items will need to purchase such tickets or items on their own.

How often will contribution checks be issued and where will they be mailed? Checks will be issued two times a week and, in most cases, a check should be issued within 10 days of the request being submitted. Checks made payable to the organization will be mailed to the home address of the employee who requested the contribution.

How can I find out more about The Fabric of America Fund? Visit fabricfund.bp.com for more information. Employees with specific questions for BP staff regarding eligibility and guidelines can send an e-mail to EmployeeDonations@bp.com.