

## **Humans of Dementia Scholarship Program Policy**

### **Hilarity for Charity**

**You are providing your information to Hilarity for Charity (“HFC”) and the information you provide will only be used in accordance with HFC’s privacy policy. HFC’s privacy policy found at: <https://wearehfc.org/privacy-policy/>**

#### **I. Introduction: Scope and Intent of the Policy**

HFC is a nonprofit public benefit corporation, organized under the California Nonprofit Public Benefit Corporations Law, on a mission to care for families impacted by Alzheimer’s disease, activate the next generation of Alzheimer’s advocates, and be a leader in brain health research and education (the “**Nonprofit Public Purpose**”). As part of HFC’s efforts to facilitate its Nonprofit Public Purpose, HFC holds and administers certain funds from time to time (the “**Funds**”) that provide scholarship awards to young people who: (i) share their personal stories in the face of Alzheimer’s disease and related dementias; (ii) spotlight the impact of Alzheimer’s disease on young people; (iii) destigmatize Alzheimer’s disease and other dementias; and (iv) inspire social change (the “**Scholarship Program**”). Awards made from such Funds shall be referred to as “**Scholarship Awards**”.

Scholarship Awards may be awarded to high school and college students to be used in furtherance of educational, creative, or other personal endeavors. The board of directors of HFC (the “**HFC Board**”) has established the following procedures to administer the Funds and award Scholarship Awards from the Funds, recognizing the importance of the interest and involvement of donors to the Funds.

The following procedures shall be interpreted so as to ensure HFC’s compliance with all applicable requirements of the Internal Revenue Code (“**IRC**”), accompanying Treasury Regulations and guidance from the Internal Revenue Service, and these procedures may be amended from time to time.

#### **II. Criteria for Selection**

Scholarship Award recipients are to be selected on an objective and nondiscriminatory basis. The criteria to be used in selecting Scholarship Award recipients must be based on criteria that are appropriate to accomplishing the Nonprofit Public Purpose.

Criteria shall be related to the Nonprofit Public Purpose. Criteria may include the applicant’s submission to the Scholarship Program, prior experience, financial need, character, ability and motivation, place of residence, and past or proposed course of study.

Recipients of Scholarship Awards must be (1) primary or secondary/high school students, (2) undergraduate or graduate students at a college or university who are pursuing studies or conducting research to meet the requirements for an academic or professional degree or (3)

students – whether full-time or part-time –at an educational institution that provides an educational program acceptable for full credit toward a bachelor’s or higher degree, or offers a training program to prepare students for gainful employment in a recognized occupation, and is authorized under federal or state law to provide such a program and accredited by a national recognized accreditation agency.

Any material changes will be made only with approval of the HFC Board.

Scholarship Award recipients whose prizes are returned or who fail to respond within the applicable time period described in Section Six of the Humans of Dementia Storytelling Scholarship Rules (the “**Official Scholarship Rules**”), or who otherwise fail to comply with the Official Scholarship Rules, forfeit their prize, which HFC may award to the next entry with the greatest score as determined by a selection committee established by the HFC Board to administer the Scholarship Program (the “**Selection Committee**”).

HFC and HFC's representatives reserve the right to entirely revoke or deny portions of any prize to a Scholarship Award recipient who engages in behavior intended to annoy, abuse, threaten or harass any other person without providing such Scholarship Award recipients any further compensation.

### **III. Selection Committee**

The Selection Committee shall develop application or nomination procedures that are appropriate to accomplish the Nonprofit Public Purpose and shall be charged with the evaluation of candidates for the Scholarship Awards each year. Appointments to the Selection Committee shall be made by members of the staff of HFC designated by the HFC Board.

Every member of the Selection Committee shall adhere to the relevant policies of HFC as they may be adopted and amended from time to time, including, without limitation, conflict of interest and confidentiality policies. Every member of the Selection Committee charged with the evaluation of candidates shall be obligated to disclose any personal knowledge of and relationship with any potential Scholarship Award recipients under consideration and to refrain from participation in the award process in a circumstance where he or she would derive, directly or indirectly, a private benefit if any potential Scholarship Award recipients are selected over others. No Scholarship Award covered by this policy may be awarded to any (i) member of the HFC Board, (ii) substantial contributor to HFC, (iii) employee of HFC, (iv) other disqualified person as defined in IRC § 4946(a) with respect to HFC, (v) an individual or organization, including a corporation, partnership or trust, that makes a donation to the Funds and has, or reasonably expects to have, advisory privileges with respect to the distribution or investment of amounts held in the Funds (each a “**Donor-Advisor**” and, collectively, “**Donor-Advisors**”), (vi) substantial contributor to the Fund or (vii) member of the Selection Committee.

The Selection Committee shall forward its recommendations to the HFC Board in such form and on such schedule as the HFC Board shall establish. The HFC Board shall approve each award made under this policy or may authorize HFC staff to approve any or all of the awards made under this policy.

HFC staff and members of the Selection Committee may contact high school, college and graduate school administrators as well as managers of other relevant community institutions to advertise the availability of Scholarship Awards and to request that these administrators encourage potential awardees to submit applications for the Scholarship Program.

#### **IV. Donor Advisors**

Pursuant to these procedures, Donor-Advisors may have advisory privileges or otherwise participate in the selection of Scholarship Award recipients by, among other things, developing criteria for the award of Scholarship Award, serving on Selection Committees and recommending others for positions on Selection Committees. The Donor-Advisor may delegate to an individual or organization such advisory privileges. HFC staff may work with Donor-Advisors to fulfill the Donor-Advisors' charitable goals and feature clear selection criteria.

No combination of Donor-Advisors, persons recommended or designated by Donor-Advisors (or persons related to any of these persons) to the Fund may, directly or indirectly, control the Selection Committee. Specifically, Donor-Advisors, persons recommended or designated by Donor-Advisors and persons related to any of these persons shall not constitute a majority of the members of the Selection Committee. Persons may include individuals, partnerships, corporations or trusts. Where a Donor-Advisor recommends a person for appointment to the Selection Committee based on objective criteria related to the expertise of such person, if such person is subsequently appointed by the Selection Committee, such person will not be deemed to have been appointed or designated by the Donor-Advisor.

Donor-Advisors and related persons may provide advice with respect to the selection of the Scholarship Award recipients solely as members of the Selection Committee.

#### **V. Application and Nomination Process**

Applicants for Scholarship Awards shall be required to submit such application forms and supporting materials as the HFC Board may deem appropriate on a schedule to be determined by the HFC Board from time to time.

#### **VI. Recordkeeping Requirements**

HFC shall retain the following records in connection with each Scholarship Award: (1) all information obtained by HFC to evaluate the qualifications of potential Scholarship Award recipients; (2) the identification of Scholarship Award recipients (including any relationship of

any Scholarship Award recipient to HFC or to a director or officer of HFC); (3) the amount of each award; and (4) any additional information HFC obtains in complying with its award administration procedures. Information pertaining to unsuccessful applicants for awards shall be kept along with information on successful applicants.

Records pertaining to any Scholarship Award awarded pursuant to this policy shall be kept for no less than three years after the filing of the HFC's annual tax return for the period in which such award was paid.