

**NEIGHBORHOOD DEVELOPMENT FUND
Not-for-Profit Transmittal and Approval Form**

Applicant/Program: SEIGE / STATE FAIR

Executive Summary of Request: \$1,000

State Fair Booth for S.E.I.G.E. - Epilepsy Awareness and support to educate the public.

Is this program/project a fundraiser? Yes No
 Is this applicant a faith based organization? Yes No
 Does this application include funding for sub-grantee(s)? Yes No

I have reviewed the attached Neighborhood Development Fund Application and have found it complete and within Metro Council guidelines and request approval of funding in the following amount(s). I have read the organization's statement of public purpose to be furthered by the funds requested and I agree that the public purpose is legitimate. I have also completed the disclosure section below, if required.

5 Cheri D. Hamelt \$50.00 Primary Sponsor \$1000.00 8-3-14
 District # Primary Sponsor Signature Amount Date

Primary Sponsor Disclosure
 List below any personal or business relationship you, your family or your legislative assistant have with this organization, its volunteers, its employees or members of its board of directors.

N/A

Reviewed by: _____
 Appropriations Committee Chairman Date

Clerk's Office Only:
 Request Amount: _____ Committee Amended Appropriation: _____
 Original Appropriation: _____ Council Amended Appropriation: _____

Applicant/Program:

Additional Disclosure and Signatures

Additional Council Office Disclosure

List below any personal or business relationship you, your family or your legislative assistant have with this organization, its volunteers, its employees or members of its board of directors.

<u>13</u> District #	<u>Vicki Aubrey Welch</u> Council Member Signature	<u>\$100⁰⁰</u> Amount	<u>7/17/14</u> Date
<u>02</u> District #	<u>Barbara Shanlin</u> Council Member Signature	<u>\$100⁰⁰</u> Amount	<u>7/17/14</u> Date
<u>03</u> District #	<u>Marye Holins</u> Council Member Signature	<u>\$100⁰⁰</u> Amount	<u>7/17/14</u> Date
<u>06</u> District #	<u>Thomas L. Cox</u> Council Member Signature	<u>100⁰⁰</u> Amount	<u>7/17/14</u> Date
<u>15</u> District #	<u>Maunice Butler</u> Council Member Signature	<u>50⁻</u> Amount	<u>7-17-14</u> Date
<u>14</u> District #	<u>Cindi Fowler</u> Council Member Signature	<u>\$100.00</u> Amount	<u>7/17/14</u> Date
<u>25</u> District #	<u>[Signature]</u> Council Member Signature	<u>100.⁰⁰</u> Amount	<u>7/17/14</u> Date

NDF NON-PROFIT APPLICATION CHECKLIST

Legal Name of Applicant Organization: <i>United Charitable Programs on behalf of SEIBE</i>		
Program Name:	Request Amount:	Yes/No/NA
Request form: Is the NDF request form signed by all Council Member(s) appropriating funding?		✓
Request form: Is the funding proposed <u>less</u> than or equal to the request amount?		<i>950.00</i>
Request form: Have all known Council or Staff relationships to the Agency been adequately disclosed on the cover sheet?		✓
Application Page 1: Has prior Metro funds committed/granted been disclosed?		✓
Application Page 1: Is the application properly signed and dated by authorized signatory?		✓
Application Page 3: Reimbursement funding – One or two boxes checked if any expenses are incurred before the grant award period. Is all required documentation included?		<i>N/A</i>
Application Pages 3 – 5: Is the proposed public purpose of the program well-documented?		✓
Application 4: Is there adequate documentation of how the proceeds of the fundraiser will be spent?		✓
Application Budget Page 6: Does the application budget reflect only the revenue and expenses of the project/program (page 6) if the request is not an operating budget request? Is all detail schedules included for “Metro, Non Metro and Total” expense funds for client assistance, community events & festivals and other expenses? And does the Non-Metro Revenue equal the Non-Metro expenses?		✓
Faith Based Organizations: Is the signed Faith Based Form signed and included?		<i>N/A</i>
Jefferson County Only: Will all funding be spent in Louisville/Jefferson County?		✓
Capital Project(s) request: Is the cost estimate(s) from proposed vendor(s) included?		✓
Good Standing: Is the entity in good standing with: <ul style="list-style-type: none"> • Kentucky Secretary of State – include Secretary of State website information on organization • Louisville Metro Government – check OMB monthly report filed in Council Financial Reports • Internal Revenue Service – most recent Form 990 included 		
Separate Taxing Districts: If Metro funding is for a separate taxing district, is the funding appropriated for a program outside the legal responsibility of that taxing district?		
Small Cities: Is the resolution included agreeing to partner with Louisville Metro on the capital project? (IRS Determination letter not required, Form 990 not required, but KY SOS acknowledgement is)		
Operating Requests: Is recommended operating funding less than or equal to 33% of total operating budget?		✓
IRS Exempt Proof: Is proof of Tax Exempt status of 501(c) 3, 4, 6, 19, 1120-H included?		
Operating Budget: Is the organization’s current fiscal year operating budget included?		✓
Ordinance Required: Is the amount committed by Council members greater than \$5,000 to any one project/program within an organization in this fiscal year.		✓
Board Members: Is the entity’s board member list (with term length/term limits) included?		✓
Staff: Is a list of the highest paid staff included with their expected annual personnel costs?		
Annual Audit: Is the most recent annual audit (if required by organization) included?		
Rent Requests: Is a copy of signed lease included?		
Articles of Incorporation: Are the Articles of Incorporation of the organization included?		✓
IRS Form W-9: Is the IRS Form W-9 included?		✓
Evaluation Forms: Are the evaluation forms (if program participants are given evaluation forms) included?		
Affirmative Action: Affirmative Action/Equal Employment Opportunity plan and/or policy statement included (if required by the organization)?		✓
Prepared by:	<i>[Signature]</i>	Date:



LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION

SECTION 1 - APPLICANT INFORMATION

Legal Name of Applicant Organization: *United Charitable Programs*
(as listed on: <http://www.sos.ky.gov/business/records>) *SEIGE*

Main Office Street & Mailing Address: *433 S 2nd St #308*

Website: *N/A*

Applicant Contact:	<i>Deborah O'Gorman</i>	Title:	<i>Pres / Founder</i>
Phone:	<i>502-635-2873</i>	Email:	<i>seige.ky@twc.com</i>
Financial Contact:	<i>CDP Programs</i>	Title:	<i>Treasurer</i>
Phone:	<i>800 703-538-8867</i>	Email:	<i>cdp@nhf.org</i>

Organization's Representative who attended NDF Training: *Katie @ united cp.org*

GEOGRAPHICAL AREA(S) WHERE PROGRAM ACTIVITIES ARE (WILL BE) PROVIDED

Program Facility Location(s): *Kentucky Expo Center / S.E.I.G.E. - CDP*

Council District(s): _____ Zip Code(s): *40209*

SECTION 2 - PROGRAM REQUEST & FINANCIAL INFORMATION

PROGRAM/PROJECT NAME: *Ky State Fair 2014*

Total Request: (\$) *1000* Total Metro Award (this program) in previous year: (\$) *0*

Purpose of Request (check all that apply):

- Operating Funds (generally cannot exceed 33% of agency's total operating budget)
- Programming/services/events for direct benefit to community or qualified individuals
- Capital Project of the organization (equipment, furnishing, building, etc)

The Following are Required Attachments:

<input checked="" type="checkbox"/> IRS Exempt Status Determination Letter	<input type="checkbox"/> Signed lease if rent costs are being requested
<input type="checkbox"/> Current Year Projected Budget	<input type="checkbox"/> IRS Form W9
<input type="checkbox"/> List of Board of Directors (include term & term limits)	<input type="checkbox"/> Evaluation forms if used in the proposed program
<input type="checkbox"/> Current financial statement	<input type="checkbox"/> Annual audit (if required by organization)
<input type="checkbox"/> Most recent IRS Form 990 or 1120-H	<input type="checkbox"/> Faith Based Organization Certification Form, if required
<input checked="" type="checkbox"/> Articles of Incorporation	<input type="checkbox"/> Staff including the 3 highest paid staff
<input checked="" type="checkbox"/> Cost estimates from proposed vendor if request is for capital expense <i>copy</i>	

For the current fiscal year ending June 30, list all funds appropriated and/or received from Louisville Metro Government for this or any other program or expense, including funds received through Metro Federal Grants, from any department or Metro Council Appropriation (Neighborhood Development Funds). Attach additional sheet if necessary.

Source:	<i>NONE</i>	Amount: (\$)	<i>0</i>
Source:	<i>NONE</i>	Amount: (\$)	<i>0</i>
Source:	<i>NONE</i>	Amount: (\$)	<i>0</i>

Has the applicant contacted the BBB Charity Review for participation? Yes No

Has the applicant met the BBB Charity Review Standards? Yes No

Applicant's Initials *[Signature]*



my writing
is terrible because
of seizure effect (sorry)

LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION

SECTION 3 - AGENCY DETAILS

Describe Agency's Vision, Mission and Services:

We have been at the fair every year, for 16 yrs. We introduce to the people about what they are eligible in America to work with while having seizures.

There are 30 types - but alot don't know triggers.

Smoking, coffeeine, lack of sleep, and so much more. Then alot go to family doctors - they need neurologists. We give them names for there area. Communication

is the best - this is why WE HAVE to be there. So we can help for there future. The people have

to leason self-esteem - we are leading the path. After State Fair we have a seminar at The

Main Library in Louisville, Ky - usually about 150-200 show up. That's when the next yrs. door open.

Right now, 255,000 people in Ky with
EPILEPSY!

[Handwritten Signature]



LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION

SECTION 4 - PROGRAM/PROJECT NARRATIVE

A: Describe the program/project start and end dates, a description of the program/project and applicable data with regards to specific client population the program will address (attach related flyers, planning minutes, designs, event permits, proposals for services/goods, etc.):

Aug 15 - 25 8AM - 8PM Every day South wing

Having 5 tables -

- Epilepsy history - famous people and tell what they did for us.

- Fighting -> Stigma. Different Meds.

- VNS history - video.

- Different major types of seizures

- Triggers

- How to bring/handle a person in a seizure

Thomas Edison
- Vincent Van Gogh
Charles Dickens
Alfred Nobel
Harriet Tubman
and more...

Voter registers
Free Phone through
Out Reach

Samples

B: Describe specifically how the funding will be spent including identification of funding to sub grantee(s):

1000 - /
~~1800~~ /

Booth for

State Fair 2014 - Aug 15-25-2014

Cost

for SEIGE to reach the people



LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION

C: If this request is a fundraiser, please detail how the proceeds will be spent:

It will pay for the
booth at the State Fair 2014
\$1800

D: For Expenditure Reimbursement Only – The grant award period begins with the Metro Council approval date and ends on June 30 of Metro fiscal year in which the grant is approved. If any part of this funding request is for funds to be spent before the grant award period, identify the applicable circumstances:

- Effective October 24, 2013, reimbursements should not be made unless an emergency can be demonstrated by the primary council sponsor. The funding request is a reimbursement of the following expenditures (attach invoices or proof of payment):
- ✓ Attach a copy of invoices and/or receipts to provide proof of purchase of activities associated with the work plan identified in this application.
 - ✓ Attach a copy of cancelled checks to provide proof of payment of the invoices or receipts associated with the work plan identified in this application.

The funding request is a reimbursement of the following expenditures that will probably be incurred after the application date, but prior to the execution of the grant agreement:

- ✓ If selecting this option, the invoice, receipt and payment documentation should not be available as of the date of this application.

The Grantee will be required to submit financial reporting in accordance with the reporting schedule provided in the grant agreement.



LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION

E: Describe the program's benefits to those being served (measurable outcomes). Include the program's process for collecting data and the indicators that will be tracked to measure the benefits to those being served:

There is such a STIGMA about Epilepsy, when a person has a seizure people freak out! Mom - mal oh goodness - but Complex Partial when a person walks around aimlessly - disorbes. People don't know what to do. Once we come ~~out~~ out we are lost, and people are ~~staring~~ staring. Police / EMS are late. A lot of people are ~~of~~ afraid to date / marry a person w/ epilepsy. So what do what do they do? They HIDE it!! From jobs - dating - friends treating a person w/ seizure history on the common side. This why - SUPPORT GROUP, talk to others w/ epilepsy. You learn more, you can open more - that's what you need - all 255,000 people w/ EPILEPSY of Ky!

F: Briefly describe any existing collaborative relationships the organization has with other community organizations. Describe what those partners are bringing to the relationship in general and to this program/project specifically.

- Passport - guide to this ins / I know this very well
 - Seven Counties - refer people to me
 - rare - } train people to ride the bus
 - rare 3 - } when they lose license it is major shock
- "Benny Barker" put me on the

TRANSPORTATION Board



LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION

SECTION 5 – PROGRAM/PROJECT BUDGET SUMMARY

THE PROGRAM/PROJECT BUDGET SHOULD REALISTICALLY ESTIMATE WHAT AMOUNT IS NEEDED FROM METRO GOVERNMENT AND WHAT IS EXPECTED FROM OTHER SOURCES.

Program/Project Expenses	Column 1	Column 2	Column (1+2)=3
	Proposed Metro Funds	Non-Metro Funds	Total Funds
A: Personnel Costs Including Benefits		- 0 -	
B: Rent/Utilities	\$1000 - \$1800	\$500	\$1800 1000 D08
C: Office Supplies			
D: Telephone			
E: In-town Travel			
F: Client Assistance (Attach Detailed List)			
G: Professional Service Contracts			
H: Program Materials			
I: Community Events & Festivals (Attach Detail List)	\$1000 - \$1800	\$800 - 6 -	\$1800 1000 D08
J: Small Equipment			
K: Capital Equipment			
L: Other Expenses (Attach Detail List)			
*TOTAL PROGRAM/PROJECT FUNDS			
% of Program Budget	75 - 100 %	25 - 0 %	100%

List funding sources for total program/project costs in Column 2, Non-Metro Funds:

Other State, Federal or Local Government	
United Way	
Private Contributions (do not include individual donor names)	\$800
Fees Collected from Program Participants	
Other (please specify)	
Total Revenue for Columns 2 Expenses **	

*Total of Column 1 MUST match "Total Request on Page 1, Section 2"

**Must equal or exceed total in column 2.

Applicant's Initials



LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION

Detail of In-Kind Contributions for this PROGRAM only: Includes Volunteers, Space, Utilities, etc. (Include anything not bought with cash revenues of the agency).

Donor*/Type of Contribution	Value of Contribution	Method of Valuation
Faugrow/5 tables	\$150	for State Fair booth
SEIGE / ^{Volunteer w/} Member ^{Epbr}	too much	to ^{to} communication ^{to} people
<i>Total Value of In-Kind (to match Program Budget Line Item. Volunteer Contribution & Other In Kind)</i>		

* DONOR INFORMATION REFERS TO WHO MADE THE IN KIND CONTRIBUTION. VOLUNTEERS NEED NOT BE LISTED INDIVIDUALLY, BUT GROUPED TOGETHER ON ONE LINE AS A TOTAL NOTING HOW MANY HOURS PER PERSON PER WEEK

Agency Fiscal Year Start Date:

Does your Agency anticipate a significant increase or decrease in your budget from the current fiscal year to the budget projected for next fiscal year? NO YES

If YES, please explain:

Getting Private 501 C3 so can go bigger
~~business~~ business



LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION

SECTION 6 – CERTIFICATIONS & ASSURANCES

By signing Section 7 of the Grant Application, the authorized official signing for the applicant organization certifies and assures to the best of his or her knowledge and/or belief the following Assurances and Certifications. If there is any reason why one or more of the assurances or certifications listed cannot be certified or assured, please explain in writing and attach to this application.

Standard Assurances

1. Applicant understands this application and its attachments as well as any resulting grant agreement, reports and proof of expenditure is subject to Kentucky's open records law.
2. Applicant will establish safeguards to prohibit employees or any person that receives compensation from awarded funds from using their position for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
3. Applicant and any sub grantee will give Louisville Metro Government access to and the right to examine all paper or electronic records related to the awarded grant for up to five years of the grant agreement date.
4. Applicant assures compliance with the grant requirements and will monitor the performance of any third party (sub-grantee).
5. The Agency is in good standing with the Kentucky Secretary of State, Louisville Metro Government, the Jefferson County Revenue Commission, the Internal Revenue Service, and the Louisville Metro Human Relations Commission.
6. Applicant understands failure to provide the services, programs, or projects included in the agreement will result in funds being withheld or requested to be returned if previously disbursed.
7. Applicant understands they must return to Louisville Metro any unexpended funds by July 31 following the Metro Louisville's fiscal year end
8. Applicant understands they must provide proof of all expenditures (canceled checks, receipts, paid invoices). The Applicant understands the failure to provide proof of expenditures as required in the grant agreement could result in funding being withheld or request to be returned if previously disbursed.
9. Applicant understands if this application is approved, the grant agreement will identify an award period that begins with the Metro Council approval date, and will end with June 30 of the fiscal year in which the grant is approved. Expenditures associated with this award expected to occur prior to the award period (approval date) must be disclosed in this application in order to be considered compliant with the grant agreement.
10. Applicant understands if we choose to incur expenditures prior to the approval of the application by the Metro Council, there is no guarantee that funding will be reimbursed, as the Council may choose not to award the application.
11. Applicant understands if the grant agreement is not returned to Louisville Metro within 90 days of its mailing to the applicant, the approval is automatically revoked.

Standard Certifications

1. The Agency certifies it will not use Louisville Metro Government funds for any religious, political or fraternal Activities.
2. The Agency has a written Affirmative Action/Equal Opportunity Policy.
3. The Agency does not discriminate in employment or in provision of any service/program/activity/event based on age, color, disabled status, national origin, race, religion, sex, gender identity or sexual orientation, or Vietnam era veteran status.
4. The Agency certifies it will not require clients, recipients, or beneficiaries to participate in religious, political, fraternal or like activities in order to receive services/benefits provided with Louisville Metro Government funds.
5. The Agency understands the Americans with Disabilities Act (ADA) and makes reasonable accommodations.

Relationship Disclosure: List below any relationship you or any member of your Board of Directors or employees has with any Councilperson, Councilperson's family, Councilperson's staff or any Louisville Metro Government employee.

SECTION 7 – CERTIFICATIONS & ASSURANCES

I certify under the penalty of law the information in this application (including, without limitation, "Certifications and Assurances") is accurate to the best of my knowledge. I am aware my organization will not be eligible for funding if investigation at any time shows falsification. If falsification is shown after funding has been approved, any allocations already received and expended are subject to be repaid. I further certify that I am legally authorized to sign this application for the applying organization and have initialed each page of the application.

Signature of Legal Signatory:		Date:	8/6/14
Legal Signatory: (please print):	Deborah O'Gorman	Title:	Pres / Founder
Phone:		Extension:	
		Email:	

Applicant's Initials

6201 Leesburg Pike
Suite 403
Falls Church, VA 22044



CDP

CONGRESSIONAL
DISTRICT PROGRAMS

Empowering People to Help People

Tel: 800.986.4483
Fax: 703.820.5100
Email: cdp@nhf.org

February 07, 2008

Re: **Support Epilepsy In Guiding Epileptics (SEIGE)**

Account # : 5001859

Deborah O'Gorman, Program Manager

To Whom It May Concern:

This letter confirms that Support Epilepsy In Guiding Epileptics (SEIGE) was accepted by our Board of Directors as a charitable project of Congressional District Programs (CDP) on 2/25/1999 and therefore shares our nonprofit 501(c)(3), 509(a)(1) federal tax status (Tax ID Number 65-0970090). All donations to this Program are tax deductible and can be made payable to the name of the project.

Our motto, "For every hurt there is a helper", is definitely embodied by this program, and we applaud the charitable efforts, namely; To open the eyes of the public by educating them with the support of other epileptics.

All moneys raised by the Program Manager are sent to Congressional District Programs and become the exclusive property of CDP which, for internal operating purposes, allocates the funds to the project named above. The Program Manager is permitted to make recommendations for disbursements which are reviewed by CDP to determine, in its sole discretion, if the proposed disbursement conforms to and advances the tax-exempt mission of CDP.

This program's mission is certainly an example of what our programs are collectively doing: *Empowering People to Help People*.

If you should require any further information, please feel free to contact me at 800-986-4483.

Sincerely,

John T. Houk, III, President

Commonwealth of Kentucky
Alison Lundergan Grimes, Secretary of

0508532.09 amcray
RST
Alison Lundergan Grimes
Kentucky Secretary of State
Received and Filed:
4/22/2014 11:00 AM
Fee Receipt: \$130.00

Alison Lundergan Grimes
Secretary of State
P. O. Box 718
Frankfort, KY 40602-0718
(502) 564-3490
<http://www.sos.ky.gov>

Certificate of Existence

I, Alison Lundergan Grimes, Secretary of State of the Commonwealth of Kentucky, do hereby certify that according to the records in the Office of the Secretary of State,

SEIGE, INC.

has eliminated all the grounds for dissolution, paid all fees and penalties owed to the Secretary of State, and met all other requirements for reinstatement. The effective date of reinstatement is April 22, 2014.

I further certify that SEIGE, INC. is a corporation duly incorporated and existing under the laws of the Commonwealth of Kentucky, whose date of incorporation is January 9, 2001, and whose period of duration is perpetual.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my Official Seal at Frankfort, Kentucky, this 22nd day of April, 2014.



Alison Lundergan Grimes

Alison Lundergan Grimes
Secretary of State
Commonwealth of Kentucky
0508532

CORPORATE BYLAWS

OF

SEIGE, INC.

ARTICLE 1 CORPORATION

Section 1.1 Corporate Name. The name of the Corporation shall be SEIGE, Inc. (Support Epilepsy In Guiding Epileptics), a Kentucky 501(c)(3) nonprofit corporation (the "Corporation").

Section 1.2 Corporate Purposes. The Corporation is a charitable and educational association dedicated to assist individuals having seizures, their families and the agencies which serve them in the mutual planning and funding of those efforts which promote their full inclusion and participation in the larger society in accordance with their interests and abilities.

ARTICLE 2 CORPORATE POWERS

The following powers are reserved to the members of the Board of Directors of the Corporation:

- A. Approval of the merger, consolidation, dissolution or liquidation of the Corporation, upon the vote of least two-thirds (2/3) of the membership present and entitled to vote at such meetings to consider such;
- B. Approval of the Statement of Purpose of the Corporation;
- C. Establishment and approval of limits for long-term debt authority for the Corporation;
- D. Approval of the purchase, sale, lease, disposition, encumbrance, or interest in or to any real and personal property of the Corporation;
- E. Approval of the donation of assets or other transfer of assets of the Corporation for less than their fair market value to entities not otherwise owned, sponsored or controlled by the Corporation;
- F. Approval of the adoption, amendment and repeal of Articles of Incorporation and

Bylaws of the Corporation;

- G. Approval of the Strategic Plan and Policies and Procedures of the Corporation;
- H. Approval of the Operating and Capital Budgets of the Corporation;
- I. Approval of the following transactions by the Corporation: (a) capital expenditures; (b) loans, subsidies or guarantees; and (c) release or cancellation of claims of right of action against any party;
- J. Authority to enter into agreements and contracts on behalf of the Corporation;
- K. Authority to seek and receive grants from local, state and national governmental and private entities and foundations which are in accord with the Corporate Purposes;
- L. Selection, hiring and when necessary, the termination of the executive director;
- M. Raising the necessary funds to implement the programs and services of the agency as approved by the Board of Directors.

ARTICLE 3 MEMBERSHIP

- Section 3.1 **Membership At Large.** Individuals as well as organizations may become members of the Corporation membership by paying annual dues of the amount set by the Board of Directors. Member organizations, as well as individual members, shall have one (1) vote, but a person can not vote as an organization and an individual simultaneously. Each member organization shall name a representative which must show appropriate credentials to vote. A simple majority of the Membership present at the Annual Meeting shall elect by vote the Board of Directors.
- Section 3.2 **Attendance.** The Membership may attend all Regular Meetings of the Board of Directors and may participate by voice, but not by vote, in all proceedings.
- Section 3.3 **Annual Meeting.** The Annual meeting of the Corporation shall be held in September of each year at a place designated by the Board of Directors at such hour as may be designated in the notice. The purposes of the annual meeting shall be to transact such business as may be desirable and elect the Board of Directors.
- Section 3.4 **Special Meetings.** Special meetings of the Membership may be called by the Board, to be held in the place designated by the Board, upon five

days notice.

Section 3.5 Quorum. For all Annual Meetings and any other special meetings to which the membership is notified to attend and at which a vote by membership will be taken, a quorum shall be ten percent (10%) of current membership.

ARTICLE 4 BOARD OF DIRECTORS

Section 4.1 Powers. Subject to the restrictions imposed by Article 2, the Board of Directors shall manage the affairs of the Corporation, shall exercise its powers, and shall control its property.

Section 4.2 Number. The Board of Directors of the Corporation shall consist of not less than 15 and not more than 30 persons. The number of directors may be increased or decreased by amendment of these Bylaws.

Section 4.3 Diversity. Every effort will be made to insure that the Board will be representative of the diversity found among persons with disabilities.

Section 4.4 Term. The Board of Directors shall be divided into three (3) classes in respect of term of office, each class containing one-third of the whole number of the Board. Of the first Board of Directors, the Directors of one class shall serve until the annual meeting of the Corporation held in the year following their election, the Directors of the second class shall serve until the annual meeting of the Corporation held two (2) years following their election, and the Directors of the third class shall serve until the annual meeting of the Corporation held three (3) years following their election; provided, however, that in each case, Directors shall continue to serve until their successors shall be elected and shall qualify. In each annual meeting of the Corporation following election of the first Board of Directors, one class of Directors shall be elected to serve until the annual meeting of the Corporation held three (3) years next following and until their successors shall be elected and shall qualify. A director serving three years in any combination shall wait a period of one year before being elected to the board again.

Section 4.5 Vacancies. Vacancies due to death, resignation or other cause shall be filled by the Board of Directors, upon the recommendation of the Nominating Committee. Such successor shall serve for the remainder of the term of the vacant Director.

Section 4.6 Qualifications. Directors: (a) shall be persons of high civic ideals, (b)

shall be supportive of the mission and philosophy of the Corporation, (c) shall have a heightened awareness and be highly informed regarding issues affecting persons with disabilities, (d) shall include 51% of total Board being persons with disabilities.

- Section 4.7 Meetings. In addition to the annual meetings, the Board of Directors may provide by resolution the time and place for the holding of regular meetings of the Board without other notice than such resolution. Special Meetings of the Board of Directors may be called by the President, the Executive Director, or the Secretary if received as a written request of one-third (1/3) of the Directors of the Corporation.
- Section 4.8 Notice. Written notice of all Board meetings shall be mailed by first-class mail or delivered to each Director not less than five (5) nor more than forty (40) days before the date of the meeting, which notice shall in the case of special meetings state generally the nature of the business to be taken up at the meeting.
- Section 4.9 Quorum. For all meetings of the Board of Directors a quorum shall be a simple majority of the Directors.
- Section 4.10 Procedure. Robert's Rules of Order Revised (latest addition) shall govern procedure at all meetings of the Board of Directors and its committees where not covered expressly by these Bylaws.
- Section 4.11 Ex-Officio Members. The Executive Director of the Corporation or his or her representative, as well as any other persons so designated by the Board of Directors, shall hold ex-officio membership on the Board of Directors, and may participate by voice, but not by vote, in all proceedings.
- Section 4.12 Compensation of Directors. Members of the Board of Directors and the Executive Committee shall not be compensated for serving as Directors. Nothing herein, however, shall be construed so as to preclude any member of the Board from receiving reimbursement for legitimate expenses incurred on behalf of the Corporation, or fees for professional services rendered.
- Section 4.13 Resignation of Directors. Any Director may resign from the Corporation by delivering a written resignation letter to the President or Secretary of the Corporation.
- Section 4.14 Removal of Directors. Any Director may be removed from office by the affirmative vote of at least two-thirds (2/3) of the vote of the Directors. Any Director proposed to be removed shall be entitled to at least five (5)

days notice in writing by mail of the meeting at which such removal is to be voted upon and shall be entitled to be heard at such meeting before the vote.

Section 4.15 Voting. At every meeting of the Board of Directors each Directors shall be entitled to vote in person with each Director entitled to one vote. All elections shall be held and all questions decided by a simple majority of the vote of the Directors present, so long as a quorum exists.

ARTICLE 5 OFFICERS OF THE CORPORATION

Section 5.1 Officers. The officers of the Corporation shall be a President, a Vice-President, a Secretary, a Treasurer and such other officers with such powers and duties not inconsistent with these Bylaws as may be appointed and determined by the Board of Directors. The officer shall be elected for a term of one (1) year and may be re-elected. The officers shall be elected annually by the Board of Directors from among such persons as the Board of Directors may see fit, at a Regular Meeting of the Corporation.

Section 5.2 Vacancies. In the case of any office of the Corporation becomes vacant by death, resignation, retirement, disqualification, or any other cause, a simple majority of the Board members present may elect an officer to fill such vacancy.

Section 5.3 President. The President shall preside at all meetings of the Board of Directors and the Executive Committee. The President shall have general overall supervision of the business and affairs of the Corporation. The President shall be an ex-officio member of all committees which may be from time to time elected or appointed. The President, or in his or her absence or at his or her direction, the Vice-President, shall sign, with the Secretary or any other proper officer of the Corporation authorized by the Board of Directors any deeds, mortgages, stocks, bonds, contracts, annuities, trust agreements, or other instruments which have ben entered into on behalf of the Corporation.

Section 5.4 Vice-President. The Vice-President shall assume the duties of the President, in the event of the President's absence; and shall be assigned duties by the President to assist in the supervision of the business and affairs of the Corporation.

Section 5.5 Secretary. The Secretary shall send appropriate notices regarding Board meetings, shall act as official custodian of all records, reports and minutes

of the Corporation, the Board of Directors and Committees, shall be responsible for the keeping in reporting of adequate records of all Board Meetings, and shall perform such other duties as are customarily performed by a required of corporate Secretary.

Section 5.6 Treasurer. The Treasurer shall have custody and control of all funds of the Corporation and shall have such duties as are customarily performed by or required of corporate Treasurers. The Treasurer shall be bonded with such costs for the bond covered by the Corporation. The Treasurer shall ensure that a true and accurate accounting of the financial transactions of the Corporation is made periodically, that reports of such transactions are presented to the Board of Directors, and that all accounts payable are presented to such representatives as the Board may designate for authorization of payment.

Section 5.7 Removal of Officers. Any Officer may be removed from office by the affirmative vote of at least two-thirds (2/3) of the vote of the Directors. Any Officer proposed to be removed shall be entitled to at least five (5) days notice in writing by mail of the meeting at which such removal is to be voted upon and shall be entitled to be heard at such meeting before the vote.

ARTICLE 6 COMMITTEES OF THE BOARD OF DIRECTORS

Section 6.1 Committees Generally. Committees of the Board shall be as named and appointed by the President, to serve for any specific purpose, whether short-term or ongoing.

Section 6.2 Nominating Committee. A Nominating Committee shall have the duty of reporting to the Board of Directors nominees for Directors of the Corporation, and such other positions as directed by the Board. The Chairman and members of the Nominating Committee will be appointed by the President of the Corporation at the last regular meeting prior to the annual meeting.

Section 6.3 Executive Committee. The Executive Committee shall consist of the President, the Vice-President, the Secretary, the Treasurer of the Corporation, the Executive Director (there being one) and the chairs of any standing committees. The Executive Committee shall be empowered to act on behalf of the Board of Directors between meetings of the Board to such extent as the Executive committee may be authorized to do by resolution of the Board. The Executive Committee shall meet as often as may be necessary between meetings of the Board.

ARTICLE 7 INDEMNIFICATION OF DIRECTORS, OFFICERS, AND EMPLOYEES

- Section 7.1** Generally. The Corporation shall indemnify each person who may be indemnified (individually an "Indemnitee" and collectively the "Indemnitees") pursuant to KRS 273.171(14) (the "Indemnity Statute"), as amended from time to time (or any successor provision thereto), to the fullest extent permitted by the Indemnity Statute. In each and every situation in which the Corporation may do so under the Indemnity Statute, the Corporation hereby obligates itself to indemnify the Indemnitees to the fullest extent by the Indemnity Statute, and in the each case, if any, in which the Corporation must make certain investigations on a case-by-case basis before providing indemnification, the Corporation hereby obligates itself to pursue such investigations diligently, it being the specific intention of these Bylaws to obligate the Corporation to indemnify each Indemnitee to the fullest extent permitted by Kentucky Law from time to time. Except as otherwise made mandatory by Kentucky Law, no Indemnitee shall be liable to the Corporation in connection with any actions or inactions entitling the Indemnitee to indemnification under the Indemnity Statute unless it is established that the Indemnitee's actions or inactions constituted willful misconduct or wanton or reckless disregard for human rights, safety, or property in the performance of the Indemnitee's duties to the Corporation.
- Section 7.2** Indemnification Agreements. Without limiting the generality of the indemnification obligation undertaken by the Corporation in paragraph 1 of this Article 7, the Corporation shall at all times indemnify and hold each of its Directors and officers harmless to the fullest extent provided by any written indemnification agreement between the Corporation and the Director or officer.
- Section 7.3** Other Rights. The indemnification provisions contained in the Article 7 shall not be deemed exclusive of any other rights to which a person seeking indemnification may be entitled under any statute, article, bylaw, agreement, vote of disinterested Directors, or otherwise, both as to action in that person's official capacity and as to action in another capacity while holding such office, and shall continue as to a person who has ceased to be a Director, officer, employee, or agent of the Corporation, and shall inure to the benefit of the person's heirs, personal representatives, and legatees.
- Section 7.4** Acquisition of Indemnity Insurance. By action of the Board of Directors, notwithstanding any interest of any Director in the action, the Corporation may purchase and maintain insurance, in such amounts as the Board

deems appropriate, on behalf of any person who is or was a Director, officer, employee, or agent of the Corporation, or is or was serving at the request of the Corporation as a Director, officer, employee, or agent of another Corporation, partnership, joint venture, on behalf of any person who is or was a Director, officer, employee, or agent of the Corporation, or is or was serving at the request of the Corporation as a Director, officer, employee, or agent of another Corporation, partnership, joint venture, trust, or other enterprise, against any liability asserted against and incurred by such person in any such capacity, or arising out of the person's status as such, whether or not the Corporation would have the power or would be required to indemnify against the liability under the provisions of this Article 7.

ARTICLE 8 FISCAL MATTERS

- Section 8.1 **Offices.** The principal office of the Corporation shall be located within the Commonwealth of Kentucky.
- Section 8.2 **Fiscal Year.** The fiscal year of the Corporation shall begin on the first day of October and end on the 30th day of September of the following year.
- Section 8.3 **Auditors.** The Board of Directors shall select the independent auditor or auditors for the Corporation.
- Section 8.4 **Agents and Representatives.** The Board of Directors may appoint Agents and/or Representatives of the Corporation with powers and to perform acts or duties on behalf of the Corporation as the Board may see fit so far as may be consistent with these Bylaws, to the extent authorized by law.

ARTICLE 9 NONDISCRIMINATION

The Corporation recognizes the rights of all persons to equal opportunity in employment, compensation, promotion, education, positions of leadership and power, and shall not any time discriminate against employee, applicant for employment, Director, officer, contractor or any other persons with whom the Corporation deals, because of race, creed, color, disability, sex, national origin, age, familial status or sexual orientation.

ARTICLE 10 AMENDMENTS

The power to alter, amend, or repeal the Bylaws or adopt new Bylaws shall be vested in the general membership only as reserved by the Articles of Incorporation of

the Corporation. Proposed amendments shall be published to the membership at least 30 days prior to a regular or special meeting for a vote. A two-thirds vote of the membership present and voting is required to alter, amend, or repeal the Bylaws or adopt new Bylaws.

APPROVED by the Board of Directors of SIEGE, Inc. on the Dec Day of 18th, 2000, in Louisville, Kentucky.

SIEGE, INC.

By: Deborah O'Horman
President

By: _____
Secretary

S.E.I.G.E.

Support Epilepsy In Guiding Epileptics

433 2nd Street #308

Louisville, Ky 40203

502-635-2873

selgeky@insightbb.com

"A National Heritage Foundation"

To Whom it may Concern;

Hello my name is Deborah O'Gorman, S.E.I.G.E., is a support group dealing "WITH" epilepsy for the people and their families and friends to help them understand, work and adjust to a new environment that the world of epilepsy can bring to them. It brought a new horizon to me at the age of 30 and now I have a way getting things done for friends, my brothers and sisters in the world of epilepsy.

Epilepsy, the dictionary defines it as " a recurrent disorder of the nervous system, characterized by seizures of excessive brain activity which causes mental and physical dysfunction, as convulsions, unconsciousness, etc..." Hippocrates the "father of medicine" himself an epileptic, described a seizure as a sacred feeling". What are your feelings? I would like to know....

Society is still in the B.C. stigma stage of education of epilepsy and so is alot of people that have this illness they are NOT aware of all the triggers and ways to treat a seizure, famous people, history and this is one the major issues S.E.I.G.E. does with the public not to mention 24 hour service because epilepsy is a 24 hour illness anyone can have seizure anytime and anywhere for no reason.

When questions arise concerning seizure activity, different types of seizures, medicines, service animals, employer relations, family/landlord relation applying for disability feel free to contact us without hesitation. We are a search engine for the Commonwealth of Ky.

S.E.I.G.E. welcomes hearing from you and most of all WORKING with you,

thank you

Deborah O'Gorman
President/Founder
S.E.I.G.E



United Charitable Programs

Fiscal Sponsorship • Donor-Advised Funds • Grant Management

2014 Directors, Officers and Staff

Board of Directors

Lyn Haston, Chairman
General Manager
ERA Sellers Buyers & Associates
El Paso, TX

Matteo Sabattini, PhD, Treasurer
Senior Manager, Partner Development
InterDigital
Wilmington, DE

Janet H. Ridgely, Secretary
Executive Director
United Charitable Programs
Falls Church, VA

Dave Finnigan
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Yasmine Bonilla
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Vienna, VA

Rick Mikszan
Agent
State Farm
McLean, VA

Diane Hill
Development & Communications Officer
United Community Ministries
Alexandria, VA

Bruce H. McClintock
Brigadier General
United States Air Force
Pentagon, Arlington, VA

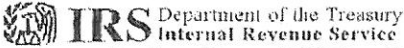
Officers

John T. Houk, III, President
Jan H. Ridgely, Executive Director

Staff

Susan Andalora, Dir. of HR/Grants
Julia Healey, Dir. of Finance & Accounting
Barbara Hiller, Program Administrator
Marian Houk, Dir. of Program Operations
Julie L. Houk, Dir. of Marketing & Development

Kathryn Kern, Dir. of Program Administration
David Koury, Controller
Stephanie Lanham, Admin. & Editorial Asst.
Stacy Summitt, Accounting Manager



Department of the Treasury
Internal Revenue Service

P.O. Box 2508, Room 4010
Cincinnati OH 45201

In reply refer to: 4077552417
Oct. 05, 2010 LTR 4168C 0
20-4286082 000000 00

00028277

BODC: TE

UNITED CHARITABLE PROGRAMS
6201 LEESBURG PIKE STE 405
FALLS CHURCH VA 22044-2201



019585

Employer Identification Number: 20-4286082
Person to Contact: Dee Anna Jarmon
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Sep. 16, 2010, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in July 2008.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Please refer to our website www.irs.gov/eo for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,

Cindy Thomas
Manager, EO Determinations

BYLAWS
OF
UNITED CHARITABLE PROGRAMS

Incorporated under the laws of the Commonwealth of Virginia

ARTICLE ONE

Name, Location and Offices

- 1.1 Name. The name of this Corporation shall be “UNITED CHARITABLE PROGRAMS.”
- 1.2 Registered Office and Agent. The Corporation shall maintain a registered office in the Commonwealth of Virginia, and shall have a registered agent whose address is identical with the address of such registered office, in accordance with the requirements of the Virginia Nonstock Corporation Act.
- 1.3 Other Offices. The principal office and any other offices of the Corporation shall be located in such place or places, within or without the Commonwealth of Virginia, as the Board of Directors may determine from time to time or as the affairs of the Corporation may require or make desirable.

ARTICLE TWO

Purposes of Governing Instruments

- 2.1 Non-profit Corporation. The Corporation shall be organized and operated as a non-stock, nonprofit Corporation under the provisions of the Virginia Nonstock Corporation Act.
- 2.2 Section 501(c)(3) Only. As provided more fully in the Corporation’s articles of incorporation, the Corporation shall be operated exclusively as a charitable organization authorized to engage in such activities as permitted by Section 501(c)(3) of the Internal Revenue

Code.

2.3 Governing Instruments. The Corporation shall be governed by its articles of incorporation and its bylaws.

ARTICLE THREE

Board of Directors

3.1 Authority and Responsibility of the Board of Directors.

(a) The supreme authority of the Corporation and the government and management of the affairs of the Corporation shall be vested in the Board of Directors. All of the powers, duties and functions of the Corporation as conferred by the articles of incorporation, these bylaws, state statutes, common law, court decisions, or otherwise, shall be exercised, performed or controlled by the Board of Directors.

(b) The Board of Directors shall supervise, control, direct, and manage the affairs and property of the Corporation; shall determine its policies or changes therein; shall actively pursue its purposes and objectives, and shall supervise the disbursement of its funds. The Board of Directors may adopt, by majority vote, such rules and regulations for the conduct of its business and the business of the Corporation as shall be deemed advisable, and may, in the execution of the powers granted, delegate certain of its authority and responsibility to an executive committee. Under no circumstances, however, shall any actions be taken which are inconsistent with the articles of incorporation and these bylaws. The fundamental purposes of the Corporation, as expressed in the articles of incorporation and these bylaws, shall not be amended or changed.

(c) The Board of Directors shall not permit any part of the net earnings or capital of the Corporation to inure to the benefit of any, director, officer, or other private person or individual. The Corporation, however, shall be authorized and empowered to pay reasonable

compensation for services rendered and to make payments and distributions in furtherance of the purposes of the Corporation.

(d) The Board of Directors may, from time to time, appoint, as advisors, persons whose advice, assistance and support may be deemed helpful in determining policies and formulating programs for carrying out the purposes and functions of the Corporation.

(e) The Board of Directors is authorized to employ such person or persons, including an executive director, attorneys, directors, agents, and assistants, as in its judgment are necessary or desirable for the administration and management of the Corporation, and to pay reasonable compensation for the services performed and expenses incurred by any such person or persons.

3.2 Number of Directors. The Board of Directors shall consist of no less than three (3) nor more than seven (7) directors.

3.3 Manner of Election and Term of Office. Directors shall be elected at the annual meeting of the voting members of the Corporation by majority vote of the voting members. Each director shall take office as of the close of such annual meeting and shall continue in office for a term of one (1) year and thereafter until his successor has been elected and qualified or until his earlier death, resignation, retirement, disqualification or removal.

There shall be no limitation on the number of successive terms of office for which a director may serve.

3.4 Nominations. Any voting member, director, or officer may present to the voting members one or more nominations for each seat on the Board of Directors which is vacant or about to expire. Additional nominations may be made from the floor at any meeting of the voting members of the Corporation.

3.5 Removal. Any director may be removed with or without cause at any time during

his term at any regular, special or annual meeting of the voting members, if notice of intention to act upon such matter shall have been given in the notice calling such meeting. A removed director's successor may be elected at the same meeting to serve the unexpired term.

3.6 Resignation. Any director may resign by providing written notice to the Board of Directors, the President or the Secretary of the Corporation. Such written notice shall contain the effective date of the director's resignation or shall be deemed effective upon actual receipt.

3.7 Vacancies. Except as limited by Section 3.5, any vacancy on the Board of Directors arising at any time and from any cause, including the authorization of an increase in the number of Directors, may be filled for the unexpired term at any meeting of the voting members by a majority vote of the voting members. Each director so elected shall hold office until the election of directors is scheduled to occur at the next annual meeting of the voting members and the qualification of his successor.

3.8 Committees of the Board of Directors. By resolution adopted by a majority of the full Board of Directors, the Board of Directors may designate from among its members one or more committees, including an executive committee. The executive committee, if any, may exercise all of the powers of the Board of Directors, between meetings of the Board, as permitted by the Virginia Nonstock Corporation Act.

3.9 Compensation. No director of the Corporation shall receive, directly or indirectly, any salary, compensation, or emolument, unless authorized by the affirmative vote of all directors.

ARTICLE FOUR

Meetings of the Board of Directors; Meetings of the Voting Members

4.1 Place of Meeting. Meetings may be held at any place within or without the

Commonwealth of Virginia, as set forth in the notice thereof or in the event of a meeting held pursuant to waiver of notice, as may be set forth in the waiver, or if no place is so specified, at the principal office of the Corporation. Meetings of the Board of Directors and meetings of the voting members may be, but need not be, held on the same date and at the same place. As used in this Article Four, "meetings" refers to both forms of meetings.

4.2 Annual Meeting; Notice. The annual meeting shall be held at the principal office of the Corporation or at such other place as shall be designated in the notice of meeting. Unless waived as contemplated in Sections 4.5 or 5.2 of these bylaws, notice of the time and place of such annual meeting shall be given by the Secretary of the Corporation, if it is a board meeting, or the Chairman of the voting members, if it is a member meeting, either personally, by telephone, by mail, by facsimile transmission, or by electronic mail no less than ten (10) nor more than sixty (60) days before such meeting.

4.3 Regular Meeting; Notice. Regular meetings may be held from time to time between annual meetings at such times and at such places as the Board of Directors and voting members may prescribe. Notice of the time and place of each such regular meeting shall be given by the Secretary of the Corporation or Chairman of the voting members (as the case may be) either personally, by telephone, by mail, by facsimile transmission, or by electronic mail not less than seven (7) nor more than thirty (30) days before such regular meeting.

4.4 Special Meetings; Notices. Special meetings of the Board of Directors may be called by or at the request of the President or by any two of the Directors in office at that time. Notice of the time, place and purpose of any special meeting of the Board of Directors shall be given by the Secretary either personally, by telephone, by mail, by facsimile transmission, or by electronic mail at least twenty-four (24) hours before such meeting.

Special meetings of the voting members may be called by the Chairman of the voting members or any two voting members. Notice of the meeting shall be provided as set forth in the preceding paragraph, *mutatis mutandis*.

4.5 Waiver. Attendance by a director or voting member at a meeting shall constitute waiver of notice of such meeting, except where a director or voting member attends a meeting for the express purpose of objecting to the transaction of business because the meeting is not lawfully called.

4.6 Quorum. At meetings, a majority of the directors then in office or voting members shall be necessary to constitute a quorum for the transaction of business; provided, however, that the provisions in articles VI and XII of the articles of incorporation shall be controlling as to the matters stated in such articles.

4.7 Vote Required for Action. Except as otherwise provided in these bylaws or by the articles of incorporation, the act of a majority of the directors or voting members present at a meeting at which a quorum is present at the time shall be effective for all purposes.

4.8 Action Without a Meeting. Any action required or permitted to be taken at a meeting may be taken without a meeting if a consent in writing, setting forth the action so taken, is signed by all directors or voting members (as the case may be.) Such consent shall have the same force and effect as a unanimous vote at a meeting duly called. The signed consent, or a signed copy, shall be placed in the minute book.

4.9 Telephone and Similar Meetings. Directors or voting members may participate in and hold a meeting by means of conference telephone or similar communications equipment by means of which all persons participating in the meeting can hear each other. Participation in such a meeting shall constitute presence in person at the meeting, except where a person

participates in the meeting for the express purpose of objecting to the transaction of any business on the grounds that the meeting is not lawfully called or convened.

4.10 Adjournments. A meeting, whether or not a quorum is present, may be adjourned by a majority of the persons attending to reconvene at a specific time and place. It shall not be necessary to give notice of the reconvened meeting or of the business to be transacted, other than by announcement at the meeting which was adjourned. At any such reconvened meeting at which a quorum is present, any business may be transacted which could have been transacted at the meeting which was adjourned.

ARTICLE FIVE

Notice and Waiver

5.1 Procedure. Whenever these bylaws require notice to be given to any Directors, the notice shall be given as prescribed in Article Four. Whenever notice is given to a director by mail, the notice shall be sent first-class mail by depositing the same in a post office or letter box in a postage prepaid sealed envelope addressed to the director at his or her address as it appears on the books of the Corporation; and such notice shall be deemed to have been given at the time the same is deposited in the United States mail.

5.2 Waiver. Whenever any notice is required to be given to any director by law, the articles of incorporation, or by these bylaws, a waiver thereof in writing signed by the director entitled to such notice, whether before or after the meeting to which the waiver pertains, shall be deemed equivalent thereto.

ARTICLE SIX

Officers

6.1 Number and Qualifications. The officers of the Corporation shall consist of a

president, a secretary and a treasurer. Officers need not be (but may also be) directors. The Board of Directors shall from time to time create and establish the duties of such other officers or assistant officers as it deems necessary for the efficient management of the Corporation, but the Corporation shall not be required to have at any time any officers other than a president, a secretary and a treasurer.

6.2 Election and Term of Office. The initial officers of the Corporation shall be elected by the initial directors of the Corporation, and shall serve until the first annual meeting of the Board of Directors and until their successors have been elected and qualified in accordance with these bylaws. Thereafter, such officers shall be elected annually by the Board of Directors of the Corporation. Such officers shall serve for a term of one (1) year and, thereafter, until their successors have been elected and qualified, or until their earlier death, resignation, removal, retirement, or disqualification. Officers appointed by the Board of Directors under these bylaws shall serve at the will of the Board of Directors and may be removed with or without cause.

6.3 Other Agents. The Board of Directors may appoint from time to time such agents as it may deem necessary or desirable, each of whom shall hold office at the pleasure of the Board of Directors, and shall have such authority and perform such duties and shall receive such reasonable compensation, if any, as the Board of Directors may from time to time determine.

6.4 Removal. Any officer or agent elected or appointed by the Board of Directors or any agent employed by the President, may be removed by the Board of Directors whenever in its judgment the best interests of the Corporation will be served thereby.

6.5 Vacancies. A vacancy in any office arising at any time and from any cause may be filled for the unexpired term at any meeting of the Board of Directors.

6.6 President. The President shall be the principal executive officer of the

Corporation and shall preside at all meetings of the Board of Directors. The President shall be authorized to sign checks, drafts, and other orders for the payment of money, notes, or other evidences of indebtedness issued in the name of the Corporation and statements and reports required to be filed with state or federal officials or agencies. The President shall be authorized to enter into any contract or agreement and to execute in the corporate name, along with the Secretary, any instrument or other writing. The President shall see that all orders and resolutions of the Board of Directors are carried into effect. The President shall have the right to supervise and direct the management and operation of the Corporation and to make all decisions as to policy and otherwise which may arise between meetings of the Board of Directors. The other officers and employees of the Corporation shall be under the President's supervision and control during such interim period. The President shall perform such other duties and have such other authority and powers as the Board of Directors may from time to time prescribe.

6.7 Secretary.

(a) The Secretary shall attend all meetings of the Board of Directors and record all votes, actions and the minutes of all proceedings in a book to be kept for that purpose and shall perform like duties for the executive and other committees when required.

(b) The Secretary shall give, or cause to be given, notice of all meetings of the Board of Directors.

(c) The Secretary shall keep in safe custody the seal of the Corporation and, when authorized by the Board of Directors or the President, affix it to any instrument requiring it. When so affixed, it shall be attested by the Secretary's signature.

(d) The Secretary shall perform such other duties and have such other authority and powers as the Board of Directors may from time to time prescribe or as the President may from time to time delegate.

6.8 Treasurer.

(a) The Treasurer shall have the custody of the corporate funds and securities and shall keep full and accurate accounts of receipts and disbursements of the Corporation and shall deposit all monies and other valuables in the name and to the credit of the Corporation into depositories designated by the Board of Directors.

(b) The Treasurer shall disburse the funds of the Corporation as ordered by the Board of Directors or the President, and prepare financial statements each month or at such other intervals as the Board of Directors or the President shall direct.

(c) If required by the Board of Directors, the Treasurer shall give the Corporation a bond (in such form, in such sum, and with such surety or sureties as shall be satisfactory to the board) for the faithful performance of the duties of that office and for the restoration to the Corporation, in case of the Treasurer's death, resignation, retirement, or removal from office, of all books, papers, vouchers, money and other property of whatever kind in the treasurer's possession or under the Treasurer's control belonging to the Corporation.

(d) The Treasurer shall perform such other duties and have such other authority and powers as the Board of Directors may from time to time prescribe or as the President may from time to time delegate.

ARTICLE SEVEN

Contracts, Checks, Deposits and Funds

7.1 Contracts. The Board of Directors may authorize any officer or officers, agent or agents of the Corporation, in addition to the officers so authorized by these bylaws, to enter into any contract or execute and deliver any instrument in the name and on behalf of the Corporation. Such authority must be in writing and may be general or confined to specific instances.

7.2 Checks, Drafts, Notes, etc. All checks, drafts or other orders for the payment of money, notes or other evidences of indebtedness issued in the name of the Corporation shall be signed by such officer or officers, agent or agents, of the Corporation and in such other manner as may from time to time be determined by resolution of the Board of Directors. In the absence of such determination by the Board of Directors, such instruments shall be signed by the Treasurer and countersigned by the President of the Corporation.

7.3 Deposits. All funds of the Corporation shall be deposited from time to time to the credit of the Corporation in such banks, trust companies or other depositories as the Board of Directors may select.

7.4 Gifts. The Board of Directors, the President or their designees, may accept on behalf of the Corporation any contribution, gift, bequest, or devise for the general purposes or for any special purpose of the Corporation.

ARTICLE EIGHT

Indemnification and Insurance

8.1 Indemnification. If any person who was or is a party to or is threatened to be made a party to any threatened, pending or completed action, suit or proceeding, whether civil, criminal, administrative or investigative, seeks indemnification from the Corporation against

judgments, fines, amounts paid in settlement and expenses, including attorneys' fees, by reason of the fact that such person is or was a director, officer, employee, or agent of the Corporation, then the Corporation shall determine in the manner provided under Virginia law whether or not indemnification is proper under the circumstances. If it is determined that such indemnification shall be provided, such person may be indemnified to the fullest extent now or hereafter permitted by Virginia law.

8.2 Indemnification Not Exclusive of Other Rights. The indemnification provided in Section 8.1 above shall not be deemed exclusive of any other rights to which those seeking indemnification may be entitled under the articles of incorporation or bylaws, or any agreement, vote of disinterested directors, or otherwise as to action taken in an official capacity while holding such office. Such indemnification shall continue as to a person who has ceased to be a director, officer, employee, or agent, and shall inure to the benefit of the heirs, executors and administrators of such person.

8.3 Insurance. To the extent permitted by Virginia law, the Corporation may purchase and maintain insurance on behalf of any person who is or was a director, officer, employee, or agent of the Corporation.

ARTICLE NINE

Conflict of Interest and Compensation Policy

9.1 Prevention of Conflicts of Interest. Any officer, director, employee, or voting member of the Corporation who has a direct or indirect financial interest in a transaction or arrangement which might benefit the private interest of such officer, director, employee, or voting member of the Corporation ("Interested Person") shall disclose the existence of such financial interest and all material facts related thereto to the Board of Directors considering the

proposed transaction or arrangement. A person has a financial interest if the person has, directly or indirectly, through business, investment or family, any of the following: a) an ownership or investment interest in any entity with which the Corporation has a transaction or arrangement; b) a compensation arrangement with the Corporation or with any entity or individual with which the Corporation has a transaction or arrangement; or c) a potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which the Corporation is negotiating a transaction or arrangement. Following disclosure of the financial interest and all material facts related thereto to the Board of Directors, and any discussion with the Interested Person, the Interested Person shall leave the board meeting while the Board of Directors discuss and vote on whether a conflict of interest exists. If the Directors determine that a conflict of interest exists, they shall follow procedures addressing such conflict of interest pursuant to written Conflicts of Interest and Compensation Guidelines adopted to avoid "excess benefit transactions" subject to intermediate sanctions and excise taxes under Section 4958 of the Internal Revenue Code of 1986, as amended and the regulations thereunder.

9.2 Compensation Policy. No Interested Person shall vote on any matter relating to his or her compensation, irrespective of whether said compensation is received directly or indirectly, from the Corporation. The Corporation shall endeavor to ensure that all compensation arrangements affecting Interested Persons are objectively fair, ordinary and reasonable.

ARTICLE TEN

Voting Members

10.1 Designation of Initial Voting Members. Janet Ridgely is hereby designated as the initial voting member of the Corporation.

10.2 Nomination and Election of New Voting Members. Any voting member may nominate a new voting member at the annual meeting or at any special meeting of the voting members. The nominee must be approved by the written consent of two-thirds (2/3) of the voting members in order to be elected.

10.3. Term; Resignation; Removal for Cause. Voting members shall continue to serve as such until their death, resignation, or permanent incapacity. A voting member may be removed by the affirmative vote of two-thirds (2/3) of all voting members if he or she has engaged in action which is materially injurious to the best interests of the Corporation and, further, has persisted willfully in such action for thirty (30) days after having been instructed by the Chairman of the voting members in writing to cease and desist. Any voting member who receives such instruction may appeal it to the voting members at any annual or special meeting. Such instruction may be countermanded and revoked by the majority vote of the voting members.

If there shall exist at any time no voting members of the Corporation due to the death, resignation or removal of all voting members, or for any other valid reason, the Board of Directors shall convene a special meeting to elect one or more voting members.

10.4. Election of Chairman. At the annual meeting of the voting members, or at a special meeting of the voting members prior to the first annual meeting of the voting members, a Chairman shall be elected by majority vote. He or she shall serve until the next annual meeting, unless removed as Chairman by the majority vote of the voting members at a special meeting. At such special meeting, a replacement shall be elected to serve out the term of the Chairman.

ARTICLE ELEVEN

Miscellaneous

11.1 Books and Records. The Corporation shall keep correct and complete books and records of account and also shall keep minutes of the proceedings of its Board of Directors and committees having any of the authority of the Board of Directors.

11.2 Corporate Seal. The corporate seal (of which there may be one or more exemplars) shall be in a standard, circular form for Virginia nonstock corporations or in such other form as the Board of Directors may from time to time determine.

11.3 Fiscal Year. The Board of Directors is authorized to fix the fiscal year of the Corporation and to change the same from time to time as it deems appropriate. Initially, the fiscal year shall be the same as the calendar year.

11.4 Internal Revenue Code. All references in these bylaws to sections of the Internal Revenue Code shall be considered references to the Internal Revenue Code of 1986, as from time to time amended, to the corresponding provisions of any applicable future United States Internal Revenue law, and to all regulations issued under such sections and provisions.

11.5 Construction. Whenever the context so requires, the masculine shall include the feminine and neuter, and the singular shall include the plural, and conversely. If any portion of these bylaws shall be invalid or inoperative, then, so far as is reasonable and possible:

- (a) The remainder of these bylaws shall be considered valid and operative.
- (b) Effect shall be given to the intent manifested by the portion held invalid or inoperative.

11.6 Headings. The headings are for organization, convenience and clarity. In interpreting these bylaws, they shall be subordinated in importance to the other written materials.

11.7 Relation to Articles of Incorporation. These bylaws are subject to, and governed by, the articles of incorporation.

ARTICLE TWELVE

Amendments

12.1 Power to Amend Articles of Incorporation and Bylaws. The Board of Directors shall have the power to amend the articles of incorporation and the power to alter, amend or repeal these bylaws or adopt new bylaws, subject, however, to the affirmative written consent of two-thirds (2/3) of all voting members.

12.2 Conditions. Action by the Board of Directors with respect to amending the articles of incorporation or the bylaws shall be taken by a majority vote of all of the directors then in office, but such amendment shall not be effective unless and until the condition related to the approval and ratification by the voting members has been met in accord with the articles of incorporation and these bylaws.

ARTICLE THIRTEEN

Tax-Exempt and Public Support Status

13.1 Tax-Exempt Status. The affairs of the Corporation at all times shall be conducted in such a manner as to assure its status as an organization described in Internal Revenue Code Section 501(c)(3) which is qualified for exemption from tax pursuant to Section 501(a) of the Internal Revenue Code.

13.2 Public Support Status. The Corporation at all times shall be conducted in such manner as to assure its status as a publicly supported organization described in Internal Revenue Code Sections 509 (a)(1) or 509(a)(2).

ARTICLE FOURTEEN

Dissolution

14.1 Dissolution. Upon dissolution of the Corporation, any assets remaining after paying or making provision for the payment of all the liabilities of the Corporation shall be disposed of in accordance with the laws of the Commonwealth of Virginia and Section 501(c)(3) of the Internal Revenue Code.

FIRST-AID FOR SEIZURES

Epilepsy: New Perspectives, New Choices

WHAT TO DO WHEN SOMEONE IS HAVING A SEIZURE

- Do NOT restrain or hold down the victim.
- Do NOT insert anything into the victim's mouth.
- Protect the victim by removing any hard objects, such as furniture, near the victim.
- Cushion the victim's head.
- Allow the seizure to run its course.
- Once the seizure is over, check airway and breathing.
- Roll the victim onto his or her side in a stable and comfortable position.
- Loosen restrictive clothing (e.g. necktie).
- Look for ID, jewelry or card that may indicate a seizure disorder such as epilepsy.
- Ask the victim what they need or want, as they are likely accustomed to having seizures.

WHEN AN AMBULANCE IS NEEDED

Call an ambulance if ANY of the following apply:

- The seizure happened in water.
- There is no medical ID and no way of knowing whether the seizure is caused by epilepsy.
- The person is pregnant, injured or diabetic.
- The seizure continues for more than five minutes.
- A second seizure starts shortly after the first has ended.
- Consciousness does not start to return after the shaking has stopped.

K321-0008

Source: Epilepsy Foundation, <http://216.167.115.48/>



An epilepsy awareness campaign sponsored by UCB Pharma, Inc.

S.E.I.G.E

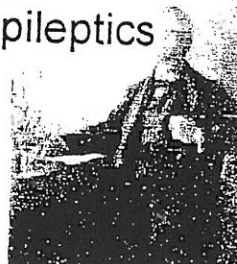
Support Epilepsy In Guiding
Epileptics
Deborah O'Gorman
President

433 S 2nd St #308
Louisville, Ky 40202
502-635-2873

~~502-509-7940~~

seigeky@insightbb.com
Everytime you have a seizure you
lose TIME in life

SUPPORT EPILEPSY IN GUIDING EPILEPTICS



Alfred Nobe
(Inventor of Dynamite)

Charles Dickens
(Writer)



Elton John
(Singer & Song Writer)



Vincent Van Gogh
(Painter/Artist)



Elizabeth Taylor
(Movie Actress)



Napoleon Bonaparte
(Military Leader)

WHAT DOES AN EPILEPTIC LOOK LIKE?

FROM THE PAST & PRESENT
SOME ARE OF FAME BUT
EVERYONE IS OF IMPORTANCE.



Hippocrates
(Father of Modern Medicine)



Agatha Christie
(Mystery Story Writer)



Danny Glover
(Movie Actor)



Bud Abbott
(Comedian)
(of Abbott & Costello)

PLEASE CONTACT US:
Deborah O'Gorman, Pres.
PH: (502) 635-2873, Louisville Office
or our representative in your area.



Sir Isaac Newtor
(Physicist and Mathematician)

SEIZURES

WHAT IS A SEIZURE?

Its an uncontrolled episode of excessive electrical discharges of brain cells, causing a variety of sensory, motor and behavioral changes. Seizures are the most common sign of epilepsy, although not all seizures are caused by epilepsy. A person who has more than one occasion is said to have epilepsy. Nine percent of the population has a seizure sometime in their lives.

CAN SEIZURES GO UN-NOTICED?

The symptoms of seizures are not always noticeable for on-lookers or for the person who is experiencing the seizure. Seizure may result in rigidity in the body, convulsions, chewing of the mouth, unusual behaviors, or loss of consciousness. Some symptoms may be less apparent, such as disorientation or unusual sensations. Milder symptoms do not mean that the seizure is of less importance.

FIRST AID FOR SEIZURES

NAME OF SEIZURE: Generalized Tonic-Clonic (OLD NAME: grand mal)

DURING THE SEIZURE

The person may fall, become stiff and make jerky movements.

The person's complexion may become pale or bluish.

DO help the person lie down and put something soft under the head.

DO remove any eyeglasses and loosen any tight clothing.

DO clear the area of sharp or hard objects.

DO NOT force anything into the person's mouth.

DO NOT try to restrain the person. You can not stop the seizure.

AFTER THE SEIZURE

The person will awaken confused and disoriented.

NAME OF SEIZURE: Complex Partial (OLD NAME: temporal lobe or psychomotor)

DURING THE SEIZURE

The person may:

- have a glassy stare
- give no response or an inappropriate response when questioned.
- sit, stand or walk about aimlessly.
- make lip-smacking or chewing motions
- fidget with or remove clothes.
- appear to be drunk, drugged or even psychotic.

DO try to remove harmful objects from the person's pathway or coax / move the person from them.

DO NOT try to stop or restrain the person.

DO turn the person to one side to allow saliva to drain from the mouth.

DO arrange for someone to stay nearby until the person is fully awake.

DO NOT offer the person any food or drink. (An ambulance usually is not necessary.)

CALL 911 or local police or ambulance if...
...the person does not start breathing within one minute after the seizure. If this happens, you should call for help and start mouth-to-mouth resuscitation.

...the person sustains an injury.

...the person has one seizure right after another.

...the person requests an ambulance.

DO NOT agitate the person.

DO NOT approach the person if you are alone and the person appears to be angry or aggressive. This is very unusual.

AFTER THE SEIZURE

The person may be confused or disoriented after regaining consciousness.

DO stay with the person until he or she is fully alert.

CALL 911 or local police or ambulance if...

...the person is aggressive toward you and you need help.

...the person sustains an injury.



This information is provided by:
Support Epilepsy In Guiding Epileptics



Did you know?

Almost 500 new cases of epilepsy are diagnosed every day in the U.S.

By the Numbers

MANY PEOPLE DON'T REALIZE THAT EPILEPSY IS THE THIRD MOST PREVALENT NEUROLOGICAL CONDITION IN THE U.S. HERE'S A RUNDOWN OF THE COUNTRY'S EPILEPSY STATISTICS.

300,000

people have a first convulsion each year, and **120,000** are under age 18. Between **75,000** and **100,000** are children under age five who have experienced a febrile (fever-related) seizure.

About **10%** of Americans will experience at least one seizure in their lifetime.

In **70%** of newly diagnosed cases, there is no known cause.

Incidence of epilepsy is highest among people under the age of two and over 65.

Males are slightly more likely to develop epilepsy than females.

200,000 new cases of epilepsy are diagnosed each year.

50%

of people with new cases of epilepsy will have generalized onset seizures, which are seizures that affect both sides of the brain and can range from staring and lack of awareness to sudden jerking movements.

Did you know?

One in 100 teenagers has epilepsy.

**United Charitable Programs
Budget for 2014**

**Budget
2014**

Program/DAF Revenue

4110 Non-Cash Donations other	\$ 4,500,000
4120 Donations-Programs	2,640,000
4120 Donations-DAFS	500,000
4125 Donations - Other	10,000
4129 Interco Funds and Other	1,405,000
4135/40 Investment Income Programs	125,000
4145/6 Distributions from Investments	75,000
4147 Distributions from LPs/LLCs	270,000
4160 Life Insurance Proceeds	100,000
4200 Government Contracts/Grants	300,000
4250 Grant Revenue - Other	350,000
4300 Program Service Revenue	500,000
4310 Event Fund Raiser Revenue	500,000
4510 Admin Revenue	988,000
4520 Initial Application Fees	30,000
Total for Revenue	<u>\$ 12,293,000</u>

Program/DAF Expenses

Office Related	\$ 220,000
Grants and Donations Out-Programs	850,000
Grants and Donations Out-DAF	1,350,000
Direct Program Related	220,000
Staff and Consultants	1,200,000
Fees, Dues and Insurance	215,000
Travel and Marketing	475,000
Administrative Fees	488,000
Event Expenses	174,000
Government Contract Expenses	320,000
Fund Raising Costs	220,000

Total for Programs Expenses \$ 5,732,000

Administrative Expenses

Office Expenses	\$ 162,500
Staff Costs	840,500
Professional and Other Fees	229,000
Marketing and Travel	61,000
Total for Administrative Expenses	<u>\$ 1,293,000</u>

Total Expenses \$ 7,025,000

Surplus/Deficit \$ 5,268,000



United Charitable Programs

Fiscal Sponsorship • Donor-Advised Funds • Grant Management

2014 Directors, Officers and Staff

Board of Directors

Lyn Haston, Chairman
General Manager
ERA Sellers Buyers & Associates
El Paso, TX

Matteo Sabattini, PhD, Treasurer
Senior Manager, Partner Development
InterDigital
Wilmington, DE

Janet H. Ridgely, Secretary
Executive Director
United Charitable Programs
Falls Church, VA

Dave Finnigan
Program Manager
Juggling for Success, Climate
Change Is Elementary
Celebration, FL

Yasmine Bonilla
Financial Services Advisor
Ameriprise Financial Services
Vienna, VA

Rick Mikszan
Agent
State Farm
McLean, VA

Diane Hill
Development & Communications Officer
United Community Ministries
Alexandria, VA

Bruce H. McClintock
Brigadier General
United States Air Force
Pentagon, Arlington, VA

Officers

John T. Houk, III, President
Jan H. Ridgely, Executive Director

Staff

Susan Andalora, Dir. of HR/Grants
Julia Healey, Dir. of Finance & Accounting
Barbara Hiller, Program Administrator
Marian Houk, Dir. of Program Operations
Julie L. Houk, Dir. of Marketing & Development

Kathryn Kern, Dir. of Program Administration
David Koury, Controller
Stephanie Lanham, Admin. & Editorial Asst.
Stacy Summitt, Accounting Manager

Request for Taxpayer Identification Number and Certification

**Give Form to the
requester. Do not
send to the IRS.**

Print or type See Specific Instructions on page 2.	Name (as shown on your income tax return) United Charitable Programs, Inc.	
	Business name/disregarded entity name, if different from above	
	Check appropriate box for federal tax classification: <input type="checkbox"/> Individual/sole proprietor <input checked="" type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ <input type="checkbox"/> Other (see instructions) ▶ _____	Exemptions (see instructions): Exempt payee code (if any) <u>5</u> Exemption from FATCA reporting code (if any) _____
	Incorporated Not-for-profit 501c3	
Address (number, street, and apt. or suite no.) 6201 Leesburg Pike #405		Requester's name and address (optional)
City, state, and ZIP code Falls Church, VA 22044		
List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)																				
Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see <i>How to get a TIN</i> on page 3.																				
	<table border="1" style="margin: auto;"> <tr><td colspan="9" style="text-align: center;">Social security number</td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> </table>	Social security number																		
Social security number																				
Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.	<table border="1" style="margin: auto;"> <tr><td colspan="9" style="text-align: center;">Employer identification number</td></tr> <tr><td>2</td><td>0</td><td>-</td><td>4</td><td>2</td><td>8</td><td>6</td><td>0</td><td>8</td><td>2</td></tr> </table>	Employer identification number									2	0	-	4	2	8	6	0	8	2
Employer identification number																				
2	0	-	4	2	8	6	0	8	2											

Part II Certification	
Under penalties of perjury, I certify that:	
1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and 2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and 3. I am a U.S. citizen or other U.S. person (defined below), and 4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.	
Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.	
Sign Here	Signature of U.S. person ▶
	Date ▶ <u>5/22/14</u>

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. The IRS has created a page on IRS.gov for information about Form W-9, at www.irs.gov/w9. Information about any future developments affecting Form W-9 (such as legislation enacted after we release it) will be posted on that page.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, payments made to you in settlement of payment card and third party network transactions, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the

withholding tax on foreign partners' share of effectively connected income, and

4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct.

Note. If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

**COMMONWEALTH OF VIRGINIA
STATE CORPORATION COMMISSION**

AT RICHMOND, OCTOBER 4, 2010

The State Corporation Commission has found the accompanying articles submitted on behalf of

UNITED CHARITABLE PROGRAMS

to comply with the requirements of law, and confirms payment of all required fees. Therefore, it is ORDERED that this

CERTIFICATE OF RESTATEMENT

be issued and admitted to record with the articles of restatement in the Office of the Clerk of the Commission, effective October 4, 2010.

The corporation is granted the authority conferred on it by law in accordance with the articles, subject to the conditions and restrictions imposed by law.

STATE CORPORATION COMMISSION

By

A handwritten signature in black ink, appearing to read "J. C. Dimitri", written over a horizontal line.

James C. Dimitri
Commissioner

10-10-01-1215
AMENACPT
CIS0322

**ARTICLES OF RESTATEMENT OF
UNITED CHARITABLE PROGRAMS**

The undersigned, on behalf of United Charitable Programs ("Corporation"), a non-stock corporation, pursuant to Title 13.1, Chapter 10, Article 10 of the Code of Virginia, hereby states as follows:

1. The name of the Corporation immediately prior to restatement is United Charitable Programs.
2. The restatement does not contain an amendment to the articles of incorporation.
3. The text of the restated articles of incorporation is attached hereto.
4. The restatement was adopted by the Corporation on September 29, 2010.
5. The restatement was adopted at a meeting of the board of directors by a vote of at least two-thirds of the directors in office. Member approval of the restatement was not required because the restatement does not include an amendment to the articles of incorporation.

Executed in the name of the Corporation:

By: Jan H. Ridgely Date: 9/29/10
Printed Name: Jan Ridgely
Title: President

SCC ID #: 0649644-2

RESTATED
ARTICLES OF INCORPORATION
OF
UNITED CHARITABLE PROGRAMS

The undersigned corporation, pursuant to title 13.1, chapter 10 of the Code of Virginia, as amended, hereby executes the following restated articles of incorporation and sets forth the following:

I. NAME.

The name of the Corporation shall be: UNITED CHARITABLE PROGRAMS.

II. DURATION.

The period of duration is perpetual.

III. PURPOSES.

The Corporation shall be a nonstock corporation which shall engage in any lawful act or activity for which nonstock corporations may be organized under the provisions of the Virginia Nonstock Corporation Act.

It shall be organized and operated exclusively as an organization authorized to engage in such religious, charitable, scientific, literary, or educational purposes and activities (hereafter "charitable purposes") as permitted by section 501(c)(3) of the Internal Revenue Code of 1986 (or the corresponding provisions of any future United States Internal Revenue law) ("Code") and as enumerated in Treasury Regulation §1.501(c)(3)-1(d)(2).

Solely in furtherance thereof, the Corporation shall be authorized to make gifts, grants and contributions: a) to organizations described in Section 501(c)(3) of the Code; b) to states,

territories, or possessions of the United States; c) to the United States or the District of Columbia; and d) to any political subdivision of any of the foregoing, but only for charitable purposes. The Corporation, additionally, shall be authorized to make gifts, grants and contributions directly for charitable purposes in the United States and throughout the world.

In connection with the advancement of such charitable purposes, the Corporation, *inter alia*, shall encourage volunteer participation in the development of charitable projects in local communities in order to inculcate the spirit of civic philanthropy and instill this spirit in young persons. The Corporation shall provide support for such charitable projects, including, but not limited to, financial support, training, and guidance by mentors.

To carry out and fulfill the purposes enumerated above, the Corporation shall have the powers enumerated in the Virginia Nonstock Corporation Act, as amended from time to time, including the power to own, hold, use, lease and otherwise deal in and dispose of any real or personal property, or any interest therein, situated in or out of this state, provided, however, that such powers shall not be inconsistent with the purposes of the Corporation described herein.

The Corporation shall not engage, other than to an insubstantial degree, in activities that are not in furtherance of its purposes. The Corporation shall not be authorized to issue stock.

In furtherance of such purposes, the Corporation shall have full power and authority:

- (A) To provide financial assistance, facilities, and aid to assist individuals, institutions, or any other entity attempting to fulfill the foregoing purposes;
- (B) To acquire or receive from any individual, firm, association, corporation, trust, foundation or any governmental subdivision, unit or agency, by deed, gift, purchase, bequest, devise, appointment, or otherwise, cash, securities and other property, tangible or intangible, real

or personal, and to hold, administer, manage, invest, reinvest, and disburse the principal and income therefor solely for the purposes hereof;

(C) To distribute property for such purposes in accordance with the terms of gifts, bequests, or devises to the Corporation not inconsistent with its purposes, as set forth in these Articles of Incorporation, or in accordance with determinations made by the Board of Directors pursuant to these Articles of Incorporation;

(D) To distribute property and to extend financial aid and support through grants, gifts, contributions, or other aid or assistance to qualified Code Section 501(c)(3) organizations or for their purposes;

(E) To receive and maintain a fund or funds, to invest or reinvest such fund or funds and to apply the income and principal of any funds received to promote the goals and purposes set out herein;

(F) To act as a central organization with respect to subordinate organizations affiliated with and subject to the Corporation's general supervision or control in accordance with Revenue Procedure 80-27, 1980-1 CB 677, as amended from time to time by the Internal Revenue Service; and

(G) To perform all other acts necessary or incidental to the above and to do whatever is deemed necessary, useful, advisable, or conducive, directly or indirectly, to carry out any of the purposes of the Corporation, as set forth in these Articles of Incorporation, including the exercise of all other powers and authority enjoyed by nonstock corporations generally by virtue of the provisions of the Virginia Nonstock Corporation Act (within and subject to the limitations of Section 501(c)(3) of the Code.)

The Corporation shall serve only such purposes and functions and shall engage only in such activities as are consistent with the purposes set forth in this Article III and with its status under Section 501(c)(3) of the Code or successor Code Section.

IV. TAX-EXEMPT, NON-PROFIT CORPORATION.

The Corporation shall be neither organized nor operated for pecuniary gain or profit.

(A) No part of the net earnings of the Corporation shall inure to the benefit of, or be distributable to, any director or officer of the Corporation or any other private person; but the Corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes as set forth in Article III hereof.

(B) The Corporation shall not carry on propaganda, or otherwise attempt to influence legislation, to an extent that would disqualify it for tax exemption under Section 501(c)(3) of the Code by reason of attempting to influence legislation. The Corporation shall not participate in, or intervene (including the publishing or distribution of statements) in any political campaign on behalf of any candidate for public office.

(C) Notwithstanding any other provisions of these Articles of Incorporation, the Corporation shall not carry on any other activities not permitted to be carried on:

(i) by a corporation exempt from federal income taxation under Section 501(c)(3) of the Code or the corresponding section of any future federal tax code; or

(ii) by a corporation, contributions to which are deductible for federal income tax purposes under Section 170(c)(2) of the Code or the corresponding section of any future federal tax code.

It is intended that the Corporation shall have, and continue to have, the status of an organization which is exempt from federal income taxation under Section 501(c)(3) of the Code. All terms and provisions of these Articles of Incorporation and the Bylaws of the Corporation and all authority and operations of the Corporation, shall be construed, applied and carried out in accordance with such intent.

V. BOARD OF DIRECTORS AND OFFICERS.

The activities and affairs of the Corporation shall be managed by a Board of Directors. The number of directors which shall constitute the whole Board shall be such as from time to time shall be fixed by, or in the manner provided in, the Bylaws, but in no case shall the number be less than one (1). The initial directors named in Article VII of these Articles of Incorporation, shall serve until the first annual meeting of the Board of Directors or until their successors have been elected and qualified in accordance with the Bylaws. The directors shall be elected at all times thereafter by the voting members in accord with the procedure set forth in the Bylaws of the Corporation.

The directors shall have the powers and duties set forth in these Articles of Incorporation and in the Bylaws, to the extent that such powers and duties are not inconsistent with the status of the Corporation as a non-profit corporation which is exempt from federal income taxation under Section 501(c)(3) of the Code.

The officers of the Corporation shall be the President, Secretary and Treasurer; provided, the Board of Directors may create additional offices. Officers may be, but need not be, directors.

VI. MEMBERS.

The Corporation shall have one class of members, known as voting members, who shall be designated initially in the bylaws. Thereafter, no person may become a voting member without the written consent of two-thirds of all voting members.

VII. INITIAL BOARD OF DIRECTORS.

The initial Board of Directors of the Corporation shall consist of the three (3) persons whose names and addresses are set forth below:

<u>NAME</u>	<u>ADDRESS</u>
Janet Ridgely	6201 Leesburg Pike Falls Church, VA 22044
Veronica Flaggs	6201 Leesburg Pike Falls Church, VA 22044
Helen Smith	6201 Leesburg Pike Falls Church, VA 22044

VIII. DISSOLUTION OF THE CORPORATION.

Upon dissolution of the Corporation, the Board of Directors shall, after paying or making provisions for payment of all of the liabilities of the Corporation, dispose of all of the assets of the Corporation by distributing those assets exclusively for the purposes of the Corporation in such manner, or to such organization or organizations organized and operated exclusively for public charitable uses and purposes as shall at the time qualify as exempt from taxation as organizations described in Section 501(c)(3) of the Code, as the Board of Directors shall determine. Any such assets not so disposed of shall be disposed of by a court of competent jurisdiction for the county in which the principal office of the Corporation is then located, exclusively for charitable purposes or to such organization or organizations as said court shall

determine, which are organized and operated exclusively for charitable purposes and which are described in Section 501(c)(3) of the Code.

IX. REGISTERED OFFICE AND REGISTERED AGENT.

The initial registered office of the Corporation, which is identical to the business office of the initial registered agent, shall be located at 6319 Nicholson Street, Falls Church, Virginia 22044. The registered office is physically located in the county of Fairfax, Virginia. The initial registered agent of the Corporation at such address shall be MacKenzie Canter, III, an individual who is a resident of Virginia and a member of the Virginia State Bar.

X. DEFINITIONS.

All references in these Articles of Incorporation to sections of the Internal Revenue Code shall be considered references to the Internal Revenue Code of 1986, as from time to time amended, and to the corresponding provisions of any applicable future United States Internal Revenue law, and to all regulations issued under such sections and provisions.

XI. INCORPORATOR.

The name and address of the incorporator is:

MacKenzie Canter, III
6319 Nicholson Street
Falls Church, Virginia 22044

XII. AMENDMENTS.

The Articles of Incorporation and Bylaws of the Corporation may be amended at any time and from time to time by the affirmative vote of a majority of all of the directors then in office; provided, however, that the amendment shall not be effective unless and until it has been ratified and approved by the written consent of at least two-thirds (2/3) of the voting members.

The Articles of Incorporation and Bylaws of the Corporation shall set forth the date of the meeting of the Board of Directors at which the amendment was adopted, and a statement of the facts that such amendment received the vote of a majority of all the directors then in office and was approved by two-thirds (2/3) of the voting members, as aforesaid.

United Charitable Programs

Date: 9/29, 2010

By: Janet Ridgely
Janet Ridgely
President



COMMONWEALTH OF VIRGINIA
STATE CORPORATION COMMISSION

Office of the Clerk

October 4, 2010

COURTNEY HERBOLD
COPILEVITZ & CANTER LLC
1900 L ST NW STE 215
WASHINGTON, DC 20036

RECEIPT

RE: UNITED CHARITABLE PROGRAMS

ID: 0649644 - 2

DCN: 10-10-01-1215

Dear Customer:

This is your receipt for \$25.00 to cover the fee(s) for filing articles of restatement for a corporation with this office.

The effective date of the restatement is October 4, 2010.

This is also your receipt for \$100.00 to cover the fee(s) for expedited service(s).

Thank you for contacting our office. If you have any questions, please call (804) 371-9733 or toll-free in Virginia, (866) 722-2551.

Sincerely,

Joel H. Peck
Clerk of the Commission

AMENACPT
CIS0322



United Charitable Programs
6201 Leesburg Pike, Suite 405
Falls Church, VA 22044

July 23, 2014

Support Epilepsy In Guiding Epileptics (SEIGE)
Deborah O'Gorman, Program Manager
433 S 2nd Apt 308
Louisville, KY 40202

Re: Verification of Charitable Program Status with United Charitable Programs.

Account #: 102454

To Whom It May Concern:

This letter confirms that Support Epilepsy In Guiding Epileptics (SEIGE) was accepted by our Board of Directors as a charitable program sponsored by United Charitable Programs (UCP) a 501(c)(3), 509(a)(1) charity (EIN 20-4286082). This program has been sponsored since 12/05/2006.

All donations to this program are tax deductible and can be made payable to Support Epilepsy In Guiding Epileptics (SEIGE).

We applaud the charitable mission of this program, namely: To open the eyes of the public by educating them with the support of other epileptics.

All funds raised by the Program Manager are sent to United Charitable Programs and become the exclusive property of UCP which, for internal operating purposes, allocates the funds to the project named above. The Program Manager is permitted to make recommendations for disbursements which are reviewed by UCP to determine, in its sole discretion, if the proposed disbursement conforms to and advances the tax-exempt mission of UCP.

If you should require any further information, please feel free to contact me at (703) 536-8708.

Sincerely,

Janet H. Ridgely
Executive Director



United Charitable Programs
6201 Leesburg Pike, Suite 405
Falls Church, VA 22044

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Sincerely,

Janet H. Ridgely
Executive Director

SEIGE, INC.**General Information**

Organization Number	0508532
Name	SEIGE, INC.
Profit or Non-Profit	N - Non-profit
Company Type	KCO - Kentucky Corporation
Status	A - Active
Standing	G - Good
State	KY
File Date	1/9/2001
Organization Date	1/9/2001
Last Annual Report	4/22/2014
Principal Office	433 S 2ND ST. #308
	LOUISVILLE, KY 40202
Registered Agent	DEBORAH O'GORMAN
	433 S. 2ND ST. #308
	LOUISVILLE, KY 40202

Current Officers

President	<u>DEBORAH O'GORMAN</u>
Vice President	<u>RICHARD BACHMAN</u>
Secretary	<u>JOHN BATES</u>
Secretary	<u>DEBORAH BATES</u>
Treasurer	<u>LAQUASHA TERRELL</u>
Director	<u>KARLA BUMPHUS</u>
Director	<u>PAT O'GORMAN</u>
Director	<u>SARA GARRETT</u>

Individuals / Entities listed at time of formation

Director	<u>DEBORAH O'GORMAN</u>
Director	<u>TOM STIGGER</u>
Director	<u>SUSAN GRANT</u>
Director	<u>DWIGHT GRANT</u>
Incorporator	<u>DEBORAH O'GORMAN</u>

Images available online

Documents filed with the Office of the Secretary of State on September 15, 2004 or thereafter are available as scanned images or PDF documents. Documents filed prior to September 15, 2004 will become available as the images are created.

<u>Reinstatement Certificate of Existence</u>	4/22/2014 11:01:00 AM	2 pages	<u>PDF</u>
<u>Reinstatement</u>	4/22/2014 10:59:42 AM	2 pages	<u>PDF</u>

Registered agent address change	6/16/2005 7:39:58 AM	6/16/2005
Principal office change	6/16/2005 7:36:40 AM	6/16/2005
Reinstatement	6/16/2005 7:36:06 AM	6/16/2005
Admin Dis. A. report not in	11/9/2004	11/8/2004
Registered agent address change	7/8/2002 9:56:42 AM	7/8/2002
Principal office change	6/26/2002 12:14:14 PM	6/26/2002
Add	1/9/2001 12:03:07 PM	1/9/2001

Microfilmed Images

Microfilm images are not available online. They can be ordered by faxing a [Request For Corporate Documents](#) to the Corporate Records Branch at 502-564-5687.

Administrative Dissolution	11/9/2004	1 page
Annual Report	9/16/2003	1 page
Annual Report	8/28/2002	1 page
Statement of Change	7/8/2002	1 page
Articles of Incorporation	1/9/2001	4 pages