

FREQUENTLY ASKED QUESTIONS

What is LathamCares?

LathamCares is a US IRS recognized 501(c)(3) and UK recognized charity that provides financial assistance to both colleagues and individuals affiliated with Latham & Watkins LLP (e.g., Williams Lea employees) affected by personal hardships, crises and catastrophes beyond their control. Funded by voluntary donations, LathamCares provides grants that offer immediate, short-term financial relief. Additionally, at the discretion of the LathamCares Board, funds may be used to provide assistance to charitable organizations consistent with LathamCares' founding purpose.

Why has Latham & Watkins created LathamCares?

Many of us have known someone who's suffered a loss or tragedy. Maybe we wanted to help, but we didn't have a way to do so. LathamCares offers the opportunity to provide a helping hand to Latham colleagues and affiliates in need, as well as other charitable organizations consistent with LathamCares' founding purpose.

GRANT APPLICATIONS

Who can apply? Are funds available to colleagues or affiliates outside the US?

All current Latham & Watkins LLP staff, associates, partners and firm affiliates (e.g., Williams Lea employees) around the world are eligible to apply for LathamCares grants. However, if the LathamCares Board of Directors determines that making an unsolicited grant to a charitable organization would be consistent with LathamCares' founding purpose, a grant may be considered.

Can outside organizations or individuals request funding? At this time, only Latham & Watkins LLP colleagues and individuals affiliated with the firm are eligible to apply for LathamCares grants. However, if the LathamCares Board of Directors determines that making an unsolicited grant to a charitable organization would be consistent with LathamCares' founding purpose, a grant may be considered.

How do I apply for help?

To be eligible for assistance, you must complete a Grant Application demonstrating the impact of a qualifying event, substantiating your expenses and proving a lack of financial resources, within 90 days of the hardship. The application can be downloaded from Lathamcares.org, or Latham personnel can request an application from their local Office Administrator or Human Resources team. The application must be completed in its entirety to ensure prompt consideration.

In what types of situations will LathamCares provide funds?

LathamCares can provide emergency assistance for basic living expenses due to a natural disaster that has been officially declared by a Head of State (e.g., hurricanes, super storms, tsunamis, etc.). Latham cares can also provide financial assistance for unavoidable, significant hardships triggered by a specific, unusual event (such as illness, death, accident, crime or other personal event). Eligible financial hardships include:

- residential fire or flooding;
- acts of nature that result in major property damage to primary residence or automobile;
- death of a colleague or an immediate family member resulting in a financial hardship;
- other personal financial hardships (such as catastrophic medical expenses); and
- theft/loss of essential property.

I'm not sure whether my situation qualifies for funding --whom can I contact for assistance?

Please email assistance@lathamcares.org with any questions.

Are there times when LathamCares cannot grant assistance?

LathamCares is unable to grant assistance for hardships covered by insurance or other funding, or for events which were within the colleague's/affiliate's control (such as traffic violations or normal maternity expenses). Additionally, assistance will not be granted for:

- lost wages due to missed work;
- elective, routine or ongoing medical expenses;
- bad debt or overdue bills from ongoing financial problems;
- personal bankruptcy; or
- legal fees and expenses associated with divorce or child custody issues.

How soon after the hardship must the request be made—is there a time limit?

Grant Applications must be made within 90 days of the hardship to be eligible for funding.

Can I apply for another LathamCares grant if I've already received one?

Previous recipients of LathamCares grants may apply for additional grants, but only one application may be submitted per qualifying event.

GRANT DECISIONS AND FUND DISTRIBUTION

Who decides whether an individual receives assistance? A six-member Distribution Committee, operating independently of Latham & Watkins LLP, is responsible for carefully evaluating each application against a strict and uniform set of criteria. Funding recommendations are made to the five-member LathamCares Board of Directors for final approval.

How are applications evaluated?

Each application is evaluated fairly and independently, on a rolling basis, against an established set of funding guidelines.

How much money will be granted?

LathamCares grants are intended to provide immediate, short-term financial relief. Applications are evaluated on a rolling basis, and all distribution decisions by the LathamCares Distribution Committee and Board of Directors are based on demonstrated need.

How are the funds distributed?

Each LathamCares grant will consist of a one-time disbursement, paid to the recipient via check if in the United States, and via wire transfer if outside of the US.

Will I have to pay taxes on a grant I receive?

You should consult your tax advisor regarding the tax consequences to you of receiving assistance from LathamCares. Under certain circumstances, grants to US- and UK-based recipients may be non-taxable.

DONATIONS

How is LathamCares funded? Can anyone donate?

Funding for LathamCares is voluntary and is provided by internal donations from Latham & Watkins LLP staff, paralegal, attorney and partner communities, as well as external donations. You don't need to be affiliated with Latham & Watkins to donate to LathamCares, and donations are welcomed from around the world.

How do I make a donation?

Voluntary contributions can be made to LathamCares by personal check (US-drawn) or wire transfer. Additionally, Latham US staff, associates and counsel can make contributions via payroll deduction; and all Latham partners can make contributions via draw deductions.

Donation forms can be downloaded from www.lathamcares.org and are additionally available to Latham personnel from their local Office Administrators or Human Resources team.

Is my donation tax deductible?

Donations are generally tax deductible for US federal and UK income tax purposes, but you should consult your tax advisor to determine the specific tax consequences to you of making a donation to LathamCares.

Will Latham & Watkins match my contribution?

The firm is not matching contributions at this time.

Can I allocate where my money goes?

No, all funding decisions are made by an independent Distribution Committee which evaluates each grant application against a strict set of criteria to ensure that assistance is given only for unavoidable hardships not already covered by insurance. All funding decisions are based on demonstrated need.

Will my donation be kept private?

Donations will be confidential to the extent permitted by law; however, under certain circumstances, LathamCares will be required to report donations to the US IRS and possibly other tax authorities.