



DCP Midstream Matching Gifts Program Q&As

Q: How does the Matching Gifts Program work?

A: The Matching Gifts Program is administered by an outside vendor, JK Group Inc. Employees submit their Matching Gifts form, along with a check, to the recipient organization. The recipient organization will fill out the necessary information required, make a copy of your check and mail them to the JK Group. JK Group will then confirm employment and verify that the recipient organization is eligible to receive the match. Employees will receive a letter in the mail once the gift is matched by JK Group.

Q: Why does DCP Midstream use the JK Group?

A: DCP Midstream wants a system and process that makes the Matching Gifts Program easier and friendlier for employees to participate. Also, by outsourcing this program, DCP Midstream is able to have better reporting capabilities and employees will be able to keep up with their Matching Gifts activity for the year.

Q: Does the Matching Gifts Program include the United Way match?

A: No. The United Way campaign match is completely separate from the Matching Gifts Program. The United Way campaign match is coordinated through the United Way and is not a year-round event.

Q: When will my gift be matched?

A: A gift made by an employee will be matched on the following quarterly schedule.

Forms received by:	Matching Gifts paid by (approx):
January 1	January 31
April 1	April 30
July 1	July 31
October 1	October 31

Q: Is the paper form the only way I can make a gift?

A: Yes, this is the process that is currently in place. .

Q: Are there any changes to the giving guidelines and eligible organizations?

A: Yes. We have added that gifts of stock and securities are eligible types of gifts. We have also added civic and environmental as recipient organization types. Civic organizations are defined as organizations that promote activities that help individuals, youth and the general public. Organizations may include boys and girls groups, senior citizens (transportation and companionship), but not community foundations. Environmental is defined as organizations or activities that focus on the preservation and protection of the environment, protection of wildlife, pets or specialty animals. This includes pollution control, conservations, protection of natural resources (land, water, plant, and energy), humane societies and veterinary services.



Q: Will my gift be kept confidential?

A: Yes. Your gift will be kept private and not shared with outside parties.

Q: Who is eligible to participate in the Matching Gifts Program?

A: Full-time employees who have worked at least 30 days and part-time employees who have worked for at least one year with the company. DCP Midstream Partners employees are also eligible.

Q: Can a spouse make a matching gift on behalf of an employee?

A: No. Gifts from spouses or survivors are not eligible.

Q: Does my gift have to be a certain dollar amount?

A: Yes. Your gift must be a minimum of \$50. The maximum amount an employee can give is \$5,000 per year.

Q: Who do I contact if I have a question about the Matching Gifts Program?

A: It is encouraged that all Matching Gifts Program functionality and/or process questions be handled by the JK Group. You can e-mail them at dcpmidstream@easymatch.com.

To have a report run of your matching gifts made, please contact:

- Roz Elliott, Director Public Affairs, DCP Midstream
(303) 605-1707 or rlelliott@dcpmidstream.com
- Laura Koppel, Communication Specialist, DCP Midstream
(303) 605-1731 or lakoppel@dcpmidstream.com

Q: Does the Matching Gifts Program match group donations? For instance, I am walking in a fundraising race and have asked many of my coworkers to help raise money. Can I ask for a match on the sum of the money collected?

A: No. The program does not allow money to be collected from a group of people to go to an eligible organization and be matched. The Matching Gifts Program is to promote and support gifts made by individuals only to eligible organizations of their choice. Each individual donating \$50 or more to the cause would need to submit a Matching Gifts form.