

FAQs for the LII Lennox Foundation (US employees)

General Overview

1. Question: Why are we starting a charitable foundation?

Answer: We are starting the LII Lennox Foundation to highlight and increase our positive impact on the communities where Lennox employees live and work, as well as provide meaningful volunteer and giving opportunities for employees and business partners. Much of what historically has been given to our communities from Lennox International will now be given through the LII Lennox Foundation. Our goals are simple and meaningful:

1. To promote awareness among employees, potential employees, and the communities where we live and work about our volunteerism and monetary giving.
2. To increase employee engagement:
 - a. Any employee may request a monetary grant for their favorite qualified charity, now called a “Foundation Grant”
 - b. Any employee who volunteers their time at qualified charities can earn corresponding grants from the Foundation to those charities, called a “Volunteer Grant”
 - c. US salaried employees can take advantage of the new Volunteer Time Off (“VTO”) benefit, and VTO hours also qualify for Volunteer Grants
 - d. A significant increase in the annual amount matched for an employee donation to a qualified non-profit charity, the “Employee Donation Match” program
 - e. Our college scholarship program for graduating high school seniors of current US employees will now be part of the LII Lennox Foundation
3. To strengthen our relationships with dealers, distributors, and other customers, both current and potential, by partnering with them on various programs such as the Residential business segment’s current Feel the Love program.

2. Question: What's new with the Foundation?

Answer: We've got exciting news to share!

1. Greater Giving: The Foundation is willing to give up to 1% of LII’s net income to the communities where we live and work – that is more than any of our peer companies. Historically, we have given in the range of 0.4% per year.
2. Foundation Grants: Now, any employee may request a donation to their favorite charity. A Charitable Giving Committee, comprised of representatives from every location where we have at least one hundred employees, will meet to review the request. You can even present and advocate for your request, via Teams, at the Charitable Giving Committee’s meeting if you desire.
3. Volunteer Grants: When you record your volunteer time, once you have volunteered at least one hour at a charity, you can request the Foundation to match your volunteer time with a donation to that charity at the rate of \$15/volunteer hour, provided the recipient of your volunteer hours is a 501(c)(3) charity. If you are a US salaried employee, go to NetBenefits.com, Workplace Giving, and for hourly please connect through the Microsoft

Form which can be found on the LIINK, LII Foundation Green posters (QR code) or provided by your HR representative.

4. [Record your Volunteer Hours](#): We want to gather all your volunteer hours. You can record your volunteer hours at NetBenefits.com, Workplace Giving for US salaried employees and for hourly employees please connect through the Microsoft Form which can be found on the LIINK, LII Foundation Green posters (QR code) or provided by your HR representative. Of course, if you are a US salaried employee claiming VTO, you are expected to record your hours per the VTO Policy found under the US Salaried portion of the LIINK Foundation site. Your VTO hours are eligible for Volunteer Grants if they are conducted at a 501 (c) (3) charity.
5. [Employee Donation Match Program](#): We have increased the aggregate limit for matching US employee's charitable donations each calendar year from \$1,000 to \$5,000 and streamlined the donation match process. This increase provides Lennox employees an even greater opportunity to have a positive influence in the communities where we live and work. Donation matches can be requested at NetBenefits.com, Workplace Giving for US salaried employees and for hourly employees please connect through the Microsoft Form which can be found on the LIINK, LII Foundation Green posters (QR code) or provided by your HR representative.

3. Question: Where can I find the new Lennox Workplace Giving site?

Answer: For U.S. salaried employees, the Workplace Giving site is hosted by Fidelity. Just log on to NetBenefits.com as if you were accessing your 401(k) account and you will now see a "tile" for Workplace Giving.

For US-hourly, Canadian, Mexican, and Indian employees, information on the Foundation program can be found on the LIINK with applicable forms for use there. HR representatives can also provide you with access to the information.

Foundation Grants

1. Question: What is a Foundation Grant and what types of charitable organizations are eligible recipients?

Answer: A Foundation Grant is a monetary donation to a qualified charity from the LII Lennox Foundation. When you request a grant from the Foundation (minimum of US\$ 1,000 or its equivalent), the charity must be a 501(c)(3) tax-exempt organization, or the international equivalent, and support one of the three focus giving areas.

1. Health
2. Education
3. Environment

Here are examples of ineligible charitable contributions:

- Political officeholders, political candidates or campaigns, or political causes (LII Government Affairs office will manage all political activity)
- Athletic endeavors
- Religious organizations (churches, temples, mosques, etc.), except religiously sponsored service organizations that otherwise meet all eligibility criteria and whose programs serve the public without discrimination such as food or shelter for people without homes
- Fraternities, sororities, or other similar campus organizations

Note that VTO volunteer activities, Volunteer Grants, and all other volunteer activities are not restricted to the three giving areas of Health, Education, and the Environment. The only requirement is that the charities are qualified 501(c)(3) charities.

2. Question: How do I request a grant from the Foundation to a 501(c)(3) charity?

Answer:

US Salaried Employees: Go to NetBenefits.com, choose Workplace Giving, and use the link "Request a Foundation Grant." Complete the form with as much detail as possible. The Charitable Giving Committee reviews requests quarterly.

Hourly Employees: Look for the green Lennox Foundation posters and use the QR code or contact the LII Lennox Foundation at foundation@lennox.com.

3. Question: What criteria will my request for a Foundation Grant need to satisfy?

Answer: In evaluating grant requests, the Committee will consider several factors, including the following criteria: the charity's alignment with one or more of our three focus areas; employee involvement in the charity; volunteer opportunities; the charity's financial situation; and the charity's rating on GuideStar.com or CharityNavigator.com.

4. Question: Will all requests be approved?

Answer: Not all requests will be approved by the Charitable Giving Committee. Remember, if your request is not approved, you can still make an impact through Volunteer Grants or our Employee Matching Donation programs.

5. Question: May I ask for a Foundation Grant for any type of charity?

Answer: We are concentrating Foundation Grants on three areas: Health, Education, and Environment. These three areas encompass many charitable causes that enhance our communities and make our planet sustainable. If you have a question about whether your cause fits in one of these three areas, please contact the Foundation at foundation@lennox.com.

6. Question: Who can request a Foundation Grant?

Answer: Any full-time LII employee

7. Question: Will each location be allocated an amount of money to donate to their community?

Answer: No, unlike the past, there are no allocations by location, business unit, or employee resource groups.

Volunteer Grants and Recording Volunteer Hours

1. Question: What is a Volunteer Grant?

Answer: A Volunteer Grant is a

- grant given to a qualified 501(c)(3) charity
- where you have volunteered at least one hour and
- have requested the Volunteer Grant of \$15/employee hour to be given to the charity, up to a maximum of \$1,000/employee/calendar year.

2. May I record all the hours that I volunteer?

Answer: Yes. You can record your hours whether you are using your VTO benefit, volunteering in a department or company-sponsored event, or volunteering on your own time.

Remember, recording your VTO is required under the VTO Policy since the volunteering occurs during working time.

3. Question: Are there restrictions on where I can volunteer and record my hours or get the Volunteer Grant?

Answer: We encourage volunteerism wherever you choose to donate your time. To be eligible for the Volunteer Grant, however, the charity must be qualified as a 501(c)(3) charity or its international equivalent. If your charity is qualified, you can request a Volunteer Grant whether you volunteered

- using your VTO benefit,
- through a department or company-sponsored event, or
- on your own time.

4. Question: How do I know if my charity qualifies?

Answer: An easy thing to do is to ask them, "Are you a 501(c)(3) charity?" They will know.

5. Question: What if the Fidelity site does not list the charity where I volunteered?

Answer: Please contact the Foundation at foundation@lennox.com.

6. Question: Do the charities have to align with our three giving areas?

Answer: No, charities where you volunteer **do not** have to align with our three giving areas.

7. Question: Should I record volunteer hours that I did prior to the Foundation launch?

Answer: Yes, if you volunteered in 2023, you are encouraged to record the hours, even if the volunteer time was prior to our Foundation launch (just make sure the hours were in 2023). Those hours are retroactively eligible for Volunteer Grants.

8. Question: What if I recorded time on the prior volunteer portal on the LIINK LICares page?

Answer: The Foundation will keep track of that time as well. Going forward, if you have access to NetBenefits.com, please use that portal to input your volunteer hours. Unfortunately, we cannot upload hours from our current VTO site to the Fidelity Net Benefits site, so if you want to take advantage of Volunteer Grants for volunteer hours prior to the Foundation launch, please re-enter those hours so that they are eligible for Volunteer Grants.

9. Question: What is the benefit of recording my volunteer time?

Answer: First, for employees using the VTO benefit, recording your hours is required since the volunteering occurs during working time. Second, you can have an even greater impact at any qualified charity where you volunteer with our Volunteer Grants!

Hourly employees: Recording your hours provides a way to amplify the good that you are already doing. Look for the green LII Lennox Foundation posters and use the QR code to reach the Microsoft Form or contact your local HR representative.

10. Question: Where can I learn more about the VTO benefit?

Answer: Please see the VTO Policy under the US Salaried portion of the LIINK Foundation site.

Employee Donation Match Program

1. Question: Can employees receive a match for donations they give to 501(c)(3) charities?

Answer: Yes, US salaried and hourly employees can request matches up to a total amount of \$5,000 per calendar year for qualified 501(c)(3) charities.

2. Question: Are matching donations restricted to the three giving areas like Foundation Grants, Health, Education, and the Environment?

Answer: No, the only requirement is that the recipient is a qualified 501(c)(3) charity. If you have access to the NetBenefits.com Workplace Giving site, your charity is likely to be listed. If not, please contact the Foundation at foundation@lennox.com.

Hourly employees: Look for the green LII Lennox Foundation posters and use the QR code to reach the Microsoft Form or contact your local HR representative.

3. Question: How do I request a Foundation match for my donation?

Answer:

US Salaried Employees: Go to NetBenefits.com, Workplace Giving, and either upload the receipt of your donation that you made in 2023 or make a new donation and input the information. The

Charitable Giving Committee (made up of representatives across the Company) will review your request to recommend the Foundation make the match.

Hourly employees: Look for the green LII Lennox Foundation posters and use the QR code to reach the Microsoft Form or contact your local HR representative.

4. Question: What if I already requested an employee match this year before the Foundation launched, do I need to start over?

Answer: If you already filled out the form to record your monetary donation and request your match, we have those records. We will have processed your match by late May 2023.

Here is a simple table to help illustrate the new benefits to employees with the LII Lennox Foundation

LII Lennox Foundation program opportunities	Charity must be a qualified 501(c)(3) charity	Charity must be focused on Health, Education, or the Environment	Comments
Foundation Grants	Yes	Yes	The Foundation will donate up to 1% of Lennox’s net income. Grant requests must be a minimum of US\$ 1,000 or equivalent.
Volunteer Grants	Yes	No	\$15/volunteer hour (minimum of one hour) up to a maximum of \$1,000 per employee per calendar year
Recording Volunteer Activity (including VTO)	Yes	No	US salaried employees must record VTO time since the volunteering occurs during working time
Employee Donation Match Program	Yes	No	Up to \$5,000/per employee each calendar year. Minimum of \$25.