

# **Multistate Registration Filing Portal RFI Response**



# OurRecords RFI Response

Multistate Registration and Filing Portal, Inc.

**Subject:** Multistate Registration Filing Portal (MRFP) Request for Information Response

Dear MRFP selection team,

We are pleased to submit a response to the Multistate Registration Filing Portal (MRFP) Request for Information. The submission that follows outlines the current capabilities offered in our system and represents alignment and fulfillment of the needs expressed in the current and previous RFIs from the MRFP, with many capabilities that exceed base RFI requirements.

**OurRecords will enable the MRFP to leap forward with a validated solution that is available today!**

OurRecords founded the compliance network to eliminate duplication of work, excessive cost and time in managing compliance for both individuals and organizations.

OurRecords Enterprise Compliance Management allows you to easily manage compliance of your business partners, vendors or workforce, securely share records and credentials and send and receive your customers' sensitive information. OurRecords provides a centralized platform of integrated compliance management tools. All built into a single secure solution.

**OurRecords can support an accelerated implementation timeline for the MRFP** and ensure the fulfillment of the vision to maximize efficiency, data transparency, and information sharing by enabling compliance with registration requirements for all participating states without duplication of data entry.

We would be happy to answer any questions you may have and provide a demo at your earliest convenience.

We appreciate the opportunity to submit this response for your consideration.

Best regards,

Bill Hall  
*Co-Founder / CEO*

*OurRecords Inc.*  
*Plano, TX 75025*  
*Direct: [877-300-2497 X5534](tel:877-300-2497)*  
*Mobile: [214-621-3713](tel:214-621-3713)*  
*Fax: [877-300-8034](tel:877-300-8034)*

*Website: [www.ourRecords.com](http://www.ourRecords.com)*  
*Email: [bhall@ourRecords.com](mailto:bhall@ourRecords.com)*

## INTRODUCTION

The OurRecords network was created specifically to enable secure sharing of compliance credentials and critical records from a single portal in order to reduce the administrative overhead, duplicated effort, and risk of the distribution of personal and organizational data.

Highly regulated industries bear a significant administrative burden and liability risk for managing compliance and secure record sharing between organizations. OurRecords is a network that streamlines management of critical compliance and other records for both individuals and organizations.

We are confident that the existing functionality provided by OurRecords is a strong fit for the needs of Multistate Registration and Filing Portal, MRFP, Inc. Further, we are confident we can quickly close any identified gaps.

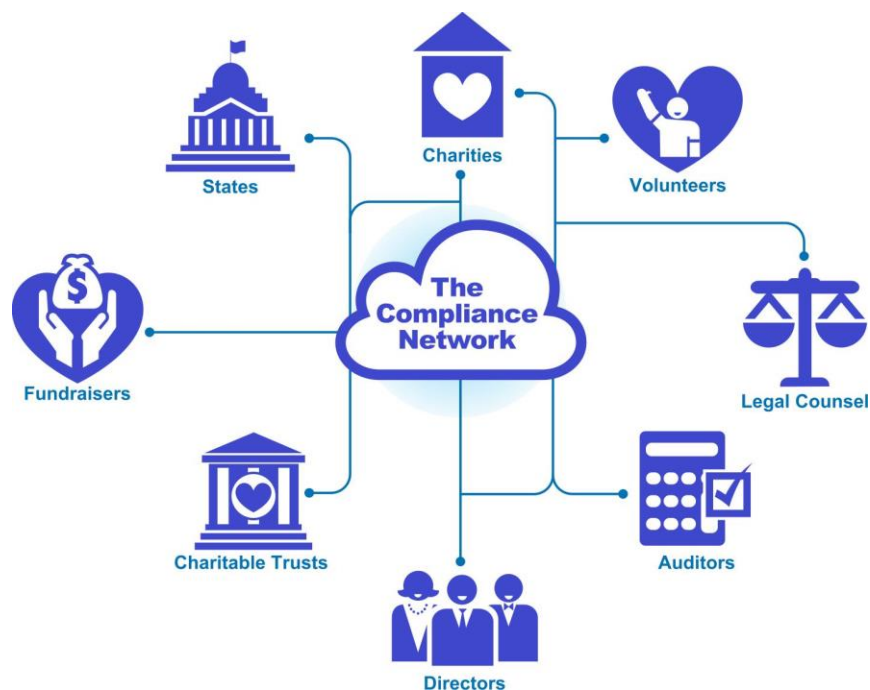
## RESPONSE FORMAT

We have provided the following information to convey the fit of our solution:

- 1) OurRecords Differentiators
- 2) Proposed Registration Portal Rollout Schedule
- 3) Pricing
- 4) High level overview of “How OurRecords Network works”
- 5) A summary table of the requirements along with a self-assessment rating of OurRecords compliance network.
- 6) A detailed explanation of the functional capabilities that support each requirement.
- 7) A summary of additional capabilities provided by OurRecords network NOT listed in the RFI requirements that we believe will add value to the charitable organizations, the states, and the general public.

## OVERVIEW

The charitable enterprises compliance network:



OurRecords is a compliance network that securely connects all the members serving a community or industry, ensuring that the compliance requirements of each of the participants are met. OurRecords offers a robust, modern approach that simplifies the administrative overhead of complex relationships and regulatory requirements.

# OURRECORDS COMPETITIVE DIFFERENTIATORS

## *Leadership Expertise*

The founders of the company have years in compliance management solutions and 25+ years of R&D experience in highly regulated industries.

## *Company Purpose*

The company was founded in 2013 to provide a compliance management solution for industries that have diverse, but heavily overlapping compliance requirements. Specifically, OurRecords was designed to simplify and streamline administrative effort to enable organizations to comply with varying regulatory requirements like the differing registration requirements for charitable organizations across multiple states.

## *Availability*

OurRecords solution is **AVAILABLE NOW** to meet the RFI requirements outlined in [Table 1](#), as well as other items outlined by OurRecords in [Table 2](#).

## *Key Features for State Administrators*

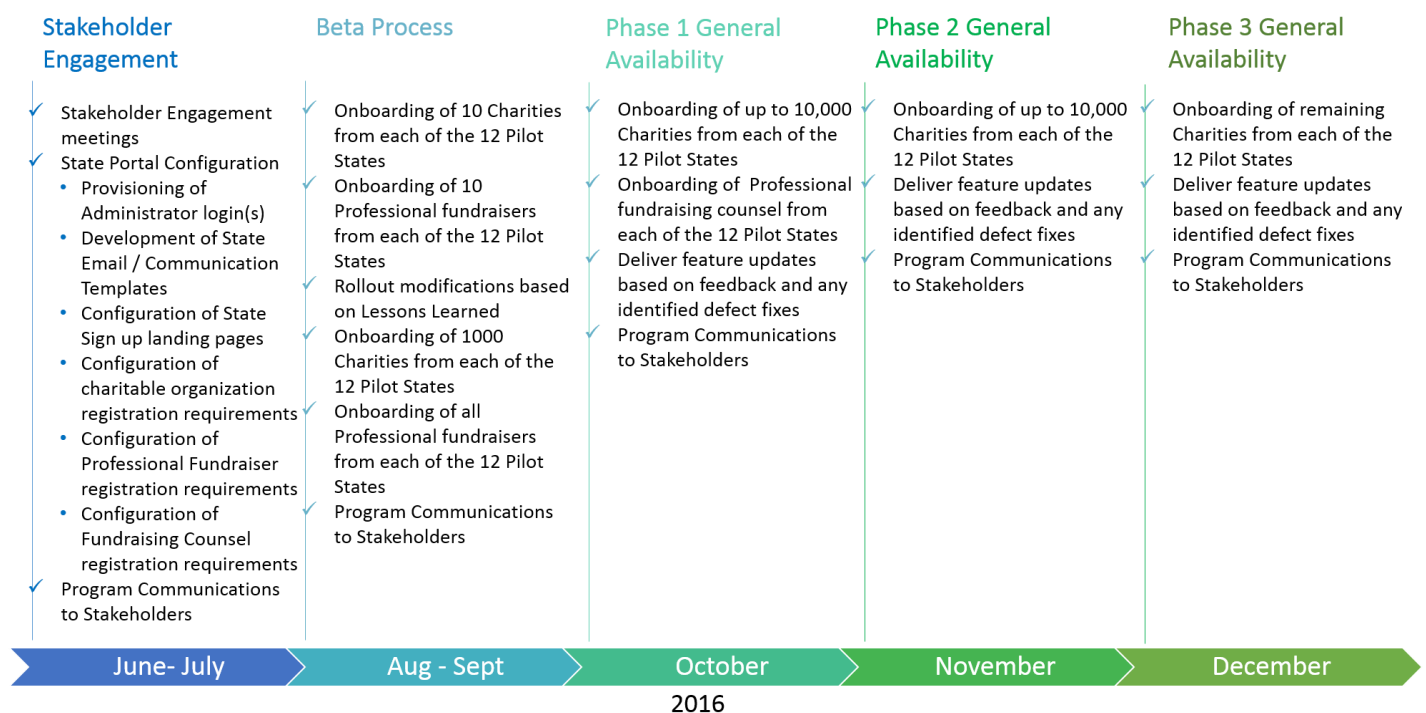
- State administrators will have their own compliance management portal where they can review charitable organization submissions and document attachments to meet state requirements.
- State administrators will have a capability of adding comments /call log / notes or ratings to each charitable organizations profile so that it can be referenced at any time
- State administrators will be able to search for charitable organizations by, demographic data or geographic location
- State administrators will be able to change, update or delete their documentation or fee requirements at any time
- State administrators will be able to share frequently used documents with charitable organizations
- State administrators will have branded and customer email communications and charitable organization sign up pages
- One submission for the registrant will automatically be available for all states that require that submission. Each state can independently review, approve or reject a submission.

## *Key Features for Registering Charitable Organizations*

- Easy to use submission wizard to step user through single or multi state registration and data submission
- Aggregation of all registration requirements & fees for all state registrations as needed
- Automate requirement submission for duplicate state requirements – removes duplicate data entry
- Secure document management
- Easy, secure document sharing with individuals and organizations outside of the portal including third party auditors
- Charities can use system for volunteer management, including
  - Policy sign-off/acknowledgement
  - Integrated background checks for volunteers
  - Volunteer demographic information and record management
  - Search for volunteers by location
  - Branded communications to volunteers
- Charities can use system to easily keep locations, branches and internal workforce up to date with internal requirements

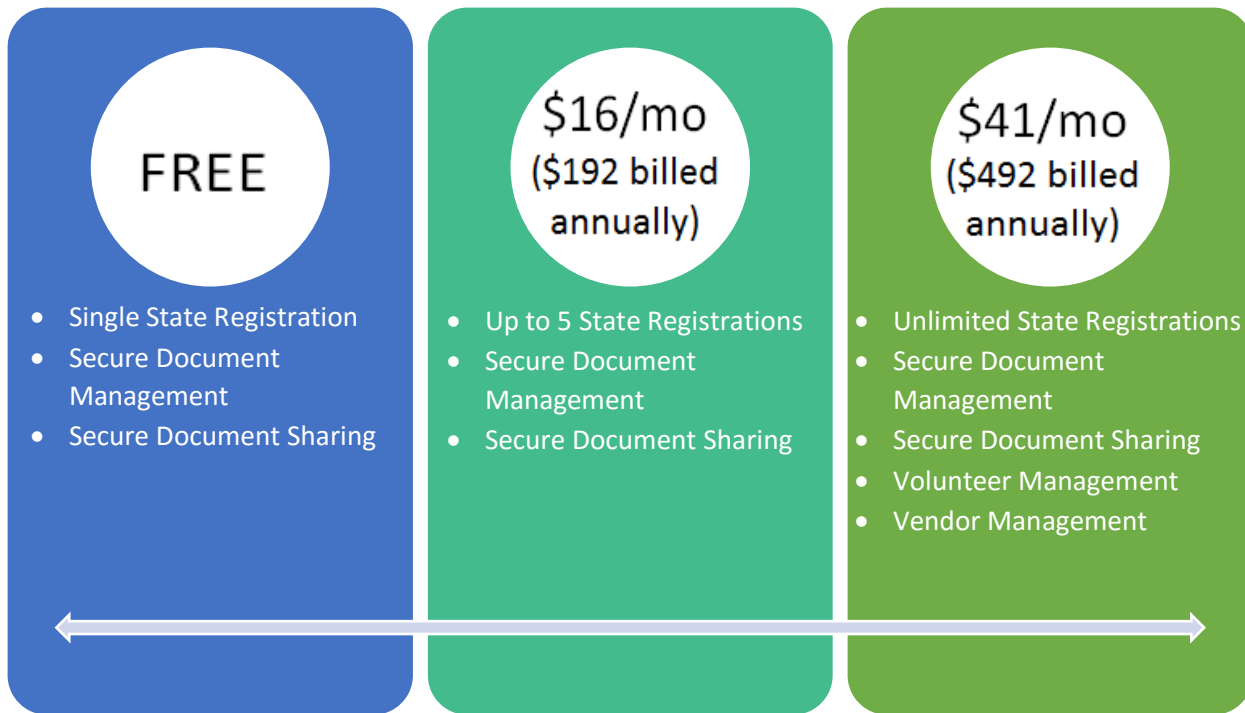
- Aggregation of all registration requirements & fees for all state registrations as needed
- Automate requirement submission for duplicate state requirements – removes duplicate data entry
- Secure document management
- Easy, secure document sharing with individuals and organizations outside of the portal
- Automatically connect to and share credentials with charitable organizations

## PROPOSED REGISTRATION PORTAL ROLLOUT SCHEDULE



## PRICING

OurRecords provides the standard pricing packages as outlined below. There is no cost to the states.



## HOW OURRECORDS COMPLIANCE NETWORK WORKS

OurRecords has created a powerful, simple to use network to securely share and manage critical records for compliance and safety.

### Process for States/Registration Service Providers

OurRecords provides the tools for managing states/registration service providers to easily communicate, collect, and monitor compliance requirements and data. Multiple organizational and/or individual professional roles or “opportunities” can be managed from a single portal.

### DEFINE REQUIREMENTS

OurRecords enables each managing organization or state to define requirements and instructions for submission.

Our easy to use interface, allows administrators to setup requirements along with success criteria.

Easily attach sample documents or reference documents to clarify instructions.

Standard requirements ensure the entire community is operating not only the same way, but at the same high standard. OurRecords Industry shared requirements supports standardization!

Requirement Type	Vendor Type(s)			
+ \$150 STATE FEE \$1Million- \$10Million	Organization	Edit	Manage Work Queues	Delete
+ \$225 STATE FEE \$10Million- \$50Million	Organization	Edit	Manage Work Queues	Delete
+ \$25 STATE FEE \$25,000-\$100,000	Organization	Edit	Manage Work Queues	Delete
+ \$300 STATE FEE > \$50Million	Organization	Edit	Manage Work Queues	Delete
+ \$50 STATE FEE \$100,001- \$250,000	Organization	Edit	Manage Work Queues	Delete
+ \$75 STATE FEE \$250,001- \$1Million	Organization	Edit	Manage Work Queues	Delete
+ Audit	Organization	Edit	Manage Work Queues	Delete
+ Bylaws	Organization	Edit	Manage Work Queues	Delete
+ California RRF	Organization	Edit	Manage Work Queues	Delete
+ Certificate/Articles of Incorporation	Organization	Edit	Manage Work Queues	Delete
+ IRS Determination Letter	Organization	Edit	Manage Work Queues	Delete
+ IRS Form 990	Organization	Edit	Manage Work Queues	Delete
+ Unified Registration Statement	Organization	Edit	Manage Work Queues	Delete

Opportunity Name	Action
Charitable Organization Application	Edit Sharing Requirements Invitations Email Templates Public Sign-Up Page
Organization < \$25,000	Edit Sharing Requirements Invitations Email Templates Public Sign-Up Page
Organization \$25,000-\$100,000	Edit Sharing Requirements Invitations Email Templates Public Sign-Up Page
Organization \$100,001- \$250,000	Edit Sharing Requirements Invitations Email Templates Public Sign-Up Page
Organization \$250,001- \$1Million	Edit Sharing Requirements Invitations Email Templates Public Sign-Up Page
Organization \$1Million- \$10Million	Edit Sharing Requirements Invitations Email Templates Public Sign-Up Page
Organization \$10Million- \$50Million	Edit Sharing Requirements Invitations Email Templates Public Sign-Up Page
Organization Greater than \$50 million	Edit Sharing Requirements Invitations Email Templates Public Sign-Up Page

### CREATE OPPORTUNITIES

To simplify management and registration processes, managing states/registration service providers can define opportunities for each unique set of requirements.

Opportunities can be defined for both organizations and individuals.

Examples - Organizational opportunities: Charity collecting less than \$25,000 annually, Charity collecting between \$25,000-\$100,000, Charitable Trust, etc. Individual opportunities: Professional Fund Raisers, etc.

## INVITE PARTICIPANTS

OurRecords provides multiple registration mechanisms for organizations and individuals.

Branded signup pages are configured and automatically generated through OurRecords opportunity administration tools for each opportunity offered by an organization.

Branded email invitations can be configured and sent to all your current registrants from the OurRecords communication center.

Sign up badge can auto generated through OurRecords opportunity administration tools and easily added to your existing web site.

California Charitable Organization Application

Opportunity Contact:  
Registry of Charitable Trusts  
CONTACT THE REGISTRAR  
info@oag.ca.gov  
9164452021

The Attorney General regulates charities and the professional fundraisers who solicit on their behalf. The purpose of this oversight is to protect charitable assets for their intended use and ensure that the charitable donations contributed by Californians are not misapplied and squandered through fraud or other means. The main elements of the Attorney General's regulatory program are:

- The attorneys and auditors of the Charitable Trusts Section investigate and bring legal actions against charities and fundraising professionals that misuse charitable assets or engage in fraudulent fundraising practices. If you have a complaint about a charity or fundraising professional, please use our [complaint form](#), pdf.
- The Registry of Charitable Trusts administers the statutory registration program. All charitable trustees and fundraising professionals are required to register and file annual financial disclosure reports with the Registry. In addition, nonprofit organizations that conduct raffles for charitable purposes are required to register and file an annual financial report.
- To help charities stay within the law, the Attorney General makes available various guides and publications, including the [Attorney General's Guide for Charities](#), pdf. Additional guidance for charities is available on our [resources page](#).
- The Attorney General also offers guidance to help Californians make important personal decisions on charitable giving. These resources include the [Guide to Charitable Giving for Donors](#), pdf and searchable databases to learn about specific charities and charitable fundraising professionals in the state. Among the databases are [Registry Search](#), for registrants generally, and [CFR Search](#), which provides information and documents regarding commercial fundraisers for charitable purposes. For help using and interpreting the results from the Registry Search, please review [Registry Search Feature - Tips for use and definition of the codes](#).

Exemptions: (1) Government agencies; (2) religious corporations; (3) political committees; (4) religious organizations and hospitals; (5) corporate trustees subject to the jurisdiction of other California state and federal agencies; (6) any charity organized in another state that is not "doing business" or holding property in California.

Enter Your Information  
All Fields Required

Organization Name

First Name Last Name Email

Submit Request

## VERIFY SUBMISSIONS

OurRecords funnels all submissions to the secure credential review portal where managing state/organization administrators review submissions.

Vendor Management

John Smith

Credential Review

1 Credential in Queue

Search Credentials: Start typing to search credentials list...

Reference #	Owner	Submission Date	Credential Name	
100030-03932842	XYZ Charities	3/28/16	California RFF	Review
100030-03932842	XYZ Charities	3/28/16	IRS 990	Review
100030-03932842	XYZ Charities	3/28/16	Audit	Review
100030-03932842	XYZ Charities	3/28/16	By Laws	Review

## COMPLIANCE REPORTING

OurRecords measures, auto-generates, and sends weekly compliance reports.

Generate compliance reports on-demand.

Search by registrant name to verify compliance.

Exception reports help easily identify high risk organizations.

Vendor Management

Vendors

Organization Profile For Charitable Organization in Arkansas and California

Rating: 4.5 (5) Add Review Report Rating

Registration Status: Normal Add Review Report Status

Demographics info

My Charity Logo

Name: Charitable Organization in Arkansas and California

Email: ourrecords@charity@gmail.com

Phone: (972) 491-1074

Phone Type: 123 my street

Address 1: City

State: Zip: 20124

Bio:

Engagements

Engagements

Name	Visibility	
Charitable Organization Application	Invitation Only	Engagements

Requirements

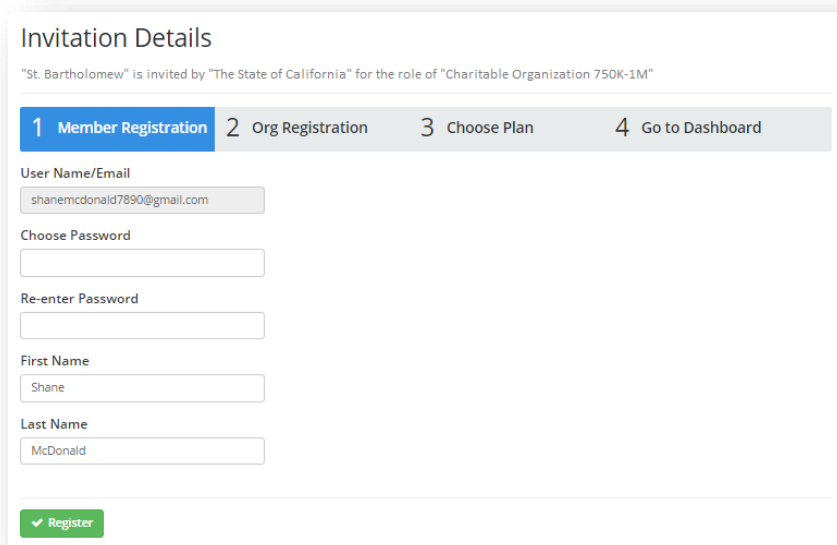
Effective	Name	Status	Active Date	Exp. Date	Docs
✓	California RFF	✓ Valid	02-19-2016	02-19-2017	View

Go Back



## Process for Organizations/Individuals Registering for Compliance:

OurRecords simplifies and streamlines compliance for organizations and individuals while supporting secure record management (see OurRecords compliance standards in TABLE 2). Registrants subscribe to OurRecords network, connect to the states/organizations for registration, and submit their registration information without duplication of effort all from a single portal.



The screenshot shows a web form titled "Invitation Details". At the top, it says "St. Bartholomew" is invited by "The State of California" for the role of "Charitable Organization 750K-1M". Below this is a progress bar with four steps: 1. Member Registration (highlighted in blue), 2. Org Registration, 3. Choose Plan, and 4. Go to Dashboard. The form fields include: "User Name/Email" with the value "shanemcdonald7890@gmail.com"; "Choose Password" and "Re-enter Password" fields; "First Name" with the value "Shane"; and "Last Name" with the value "McDonald". At the bottom is a green button with a checkmark and the text "Register".

## ACCOUNT SUBSCRIPTION

OurRecords enables Organization administrators and Individuals to quickly and easily create a secure account to manage documents and compliance registration requirements from a single portal.

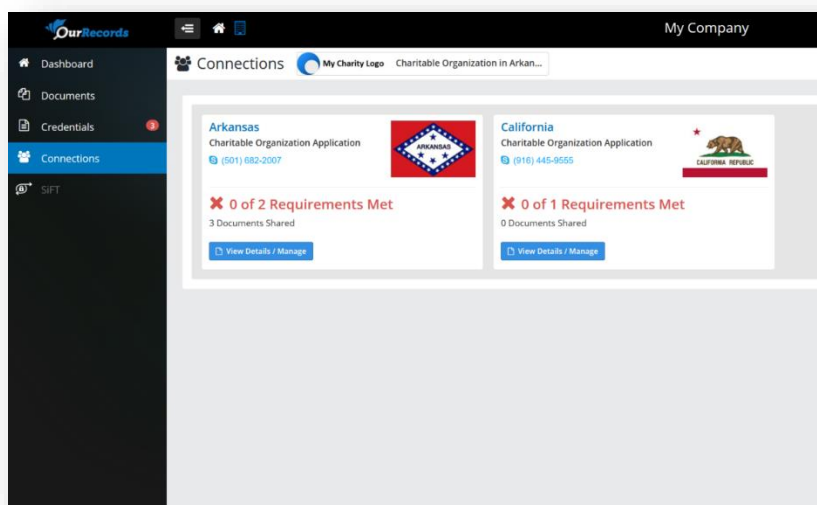
Organizations may have multiple administrators.

An administrator may be given rights to manage multiple organizations.

## CONNECT

Individuals and organizations can connect to multiple states and/or organizations that require compliance management from their single account.

Connections can be made across market and industry segments eliminating the need for additional portals!

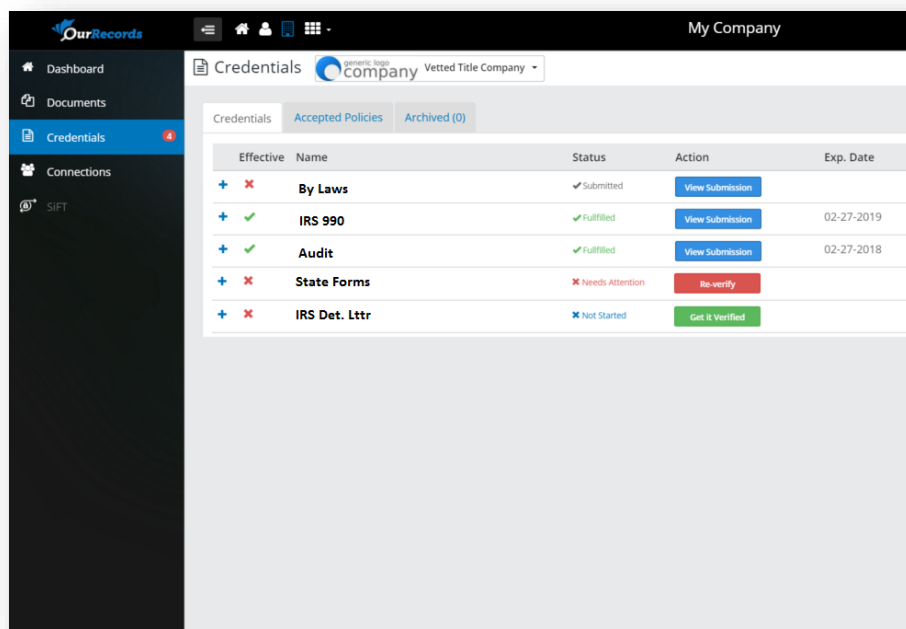
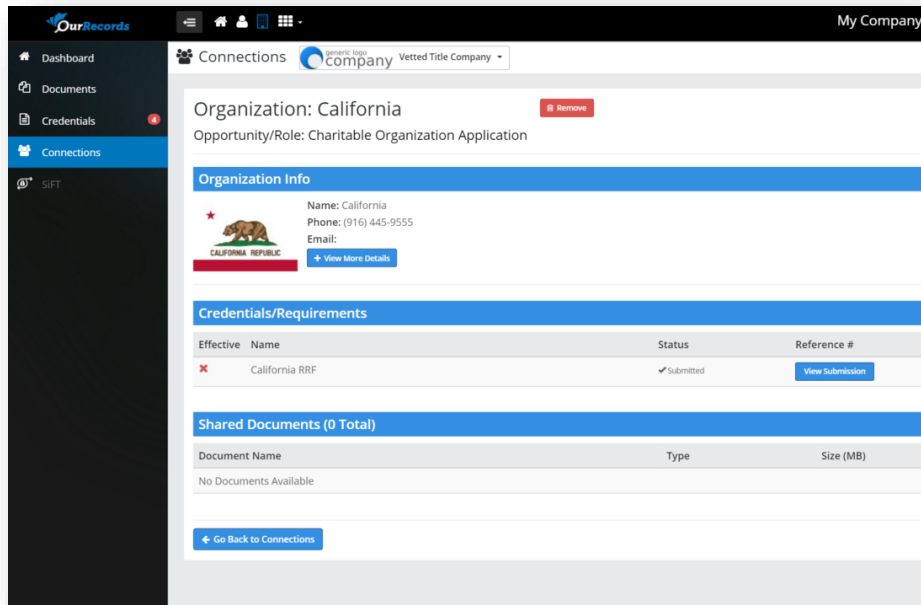


## COMPLETE REQUIREMENTS

All requirements are aggregated in the registrant's dashboard and credentials tab so that duplicate requirements are not repeated.

Requirements may include fees, document submission for credentials such as liability insurance, IRS submission forms, specialized state forms, proof of audit, electronically acknowledged policies, etc.

Registrants are notified as credentials are verified by each connected managing state/organization.



## MAINTAIN COMPLIANCE

All registrants are notified in advance of expiring credentials/fees so they stay compliant.

All registrant's critical credentials and documents are securely stored in a single location.

Registrants have the ability to securely share credentials and documents both within and outside of the OurRecords compliance network.

Registrant branded compliance pages are configured and automatically generated through OurRecords registrant tools to support public searches for publicly available registrant information.

States are notified when registrants become compliant and when registrants become non-compliant.

States can access the current compliance status and all supporting documentation at any time.

TABLE 1: RFI REQUIREMENTS

#	Requirement	Assessment	
		Fully Supported	Partially Supported
1	Allow charitable organizations and their professional fundraisers to register and file annual renewals and reports with multiple state charity offices through a single process.	✓	
2	Allow population of registration fields with data from electronically filed IRS 990 and 990EZ Tax Returns for tax exempt entities (Forms 990), and allow receipt of electronically filed 990s in machine-readable form from IRS, the user, or other sources.		✓
3	Allow registration service providers to transmit data for multiple registrant/clients electronically.	✓	
4	Allow private foundations to file a copy of their IRS Form 990-PF with their state attorney general in machine-readable electronic form, if available, or as a PDF.	✓	
5	Make the non-confidential collected registration data public in an open data format. Confidential data and Personally Identifiable Information must be inaccessible to unauthorized users.	✓	
6	Allow users to attach supporting documents as necessary.	✓	
7	Provide analytic tools for charity regulators to identify outliers that will enable improved response by regulators to potential fraud prevention, negligence or poor governance practices that may lead to loss or waste of charitable assets.	✓	
8	Use a transaction-based funding model.	✓	
9	Accept payment of state registration fees from applicants and allocate them to the appropriate state(s).	✓	

## DETAILED EXPLANATION OF SYSTEM CAPABILITIES

*Requirement #1: Allow charitable organizations and their professional fundraisers to register and file annual renewals and reports with multiple state charity offices through a single process.*

OurRecords fully supports this requirement with standard system functionality.

The process would consist of the following steps for the charitable organization:

- 1) Create a subscription in OurRecords
- 2) Add additional charitable organization administrators as needed (up to 3 administrators are included in the organization subscription package).
- 3) From the connections tab, select a registration opportunity for each state and other organizations with which the charitable organization would like to register.
- 4) An aggregated (duplicates removed) list of requirements will show up in the charitable organization's dashboard and credentials tab.
- 5) The charitable organization administrator will step through each requirement and follow the step by step instructions for submission.
  - a. All requirements will be given an expiration date as appropriate to each.
  - b. Each requirement will have a list of acceptance criteria defined by the registration service provider and/or MRFP (examples include criteria such as dates, signatures, values, notarization, etc.)
  - c. All documents uploaded will automatically be available for future viewing from the documents and the credentials tab.
  - d. Documents can be shared, viewed, deleted, or archived from the documents or credentials tab
  - e. Additional documents may be added to the documents tab as needed for convenient access by the charitable organization
- 6) The status of each requirement with each state will be visible from the My Compliance tab.
  - a. Requirements may be accepted or rejected with further instructions as required (any failed acceptance criteria will be noted along with any notes from the registration service provider administrator(s)).
  - b. Requirements may be accepted or rejected independently by each state or registration service provider.
  - c. The charitable organization administrator will be notified via email as each requirement is accepted or rejected.
- 7) The status of each engagement with each state will be visible from the connections tab. Additionally, the charitable organization administrator will be notified via email as each opportunity engagement completes fulfillment.
  - a. The charitable organization opportunity may be moved from one type of engagement to another as required by the workflow. For example, there may be a "pre-registration" opportunity. Once all documents are reviewed and validated, the charitable organization may be moved to a new opportunity classification by the registration service provider. An example may be a movement from a pre-registration opportunity to an opportunity such as "Charity collecting less than \$25,000 annually" or "Charity collecting between \$25,000-\$100,000". In this case, the charitable organization will be notified when all pre-registration requirements have been met and then again when the classification for the adjusted opportunity is completed. The organization will then receive notification for any new requirements for the new opportunity classification. In this example, the different opportunity classifications may require different registration fees or additional documents or requirements.
  - b. The registration status of the charitable organization is a combination of the state of the requirements (pending, expired, fulfilled) and the associated opportunity classification.
- 8) As registration requirements approach an expiration date, the charitable organization administrator(s) will be notified of which requirements are expiring and when. Notification is sent 30 days, 15 days and 5 days prior to

expiration as well as post-expiration. The state receives proactive reports of pending expirations 7 days prior to expiration.

- 9) Professional Fundraisers follow a similar process. They can connect directly to the state/registration service provider and the charitable organizations they serve as well as auditors or other organizations that have a subscription to manage registrants/vendors.

*Requirement #2: Allow population of registration fields with data from electronically filed IRS 990 and 990EZ Tax Returns for tax exempt entities (Forms 990), and allow receipt of electronically filed 990s in machine-readable form from IRS, the user, or other sources.*

OurRecords partially supports this requirement with standard system functionality.

OurRecords allows entry of data fields (name/value pairs) configurable and specific to each registration.

OurRecords currently has APIs to receive compliance data from 3<sup>rd</sup> party vendors such as state and county records from background check providers. We have reviewed the IRS development guide and are confident we can accommodate this requirement quickly if selected to provide services for MRFP.

*Requirement #3: Allow registration service providers to transmit data for multiple registrant/clients electronically.*

OurRecords fully supports this requirement with standard system functionality.

OurRecords has many built in mechanisms to support secure transmission of data. These include:

- 1) Secure Application Program Interfaces (APIs)

OurRecords currently has APIs to securely transmit compliance data to external systems. Further information can be provided in a detailed discovery process if OurRecords is selected for further engagement with MRFP, Inc.

- 2) Network sharing

This feature enables the registration service provider to automatically share one or more groups (opportunity registrants) with another group.

Example:

A State may create the following opportunities in their portal:

- 1) Registered Auditors
- 2) Charity Registration
- 3) Charitable Trusts
- 4) Charities collecting < \$100,000
- 5) Charities collecting between 100K and 1M

The state may share the Registered Auditor network with the Charities collecting between 100K and 1M. The Charities and Auditor Networks can then mutually agree to connect to one another.

Likewise, MRFP, Inc. may create an opportunity for Registered Auditors or Registered Fund Raisers and share those networks across all registered participating states.

- 3) Network Participation

In the example above, Auditors may choose to upgrade their subscription to the OurRecords network as a Compliance Management Organization. In this case, the Auditors may create their own opportunities for charitable organizations to connect. These opportunities may have many of the same requirements as the state plus additional requirements for further vetting and rating of the charity.

Example:

An Auditor may create the following opportunities in their portal:

- a. Pre-audit Charitable organization
- b. A+ Rated Charitable organization

- c. Corporate Donor (As a client of the auditor, the corporate donor may have simple requirements such as policy acknowledgements or contracts. Corporate donor opportunities or participation would not be a requirement.)
- 4) Secure Intelligent File Transfer  
This feature enables the secure transmission of large data files via a secure email link
- 5) Work Queues  
This feature enables a state to automatically and securely forward collected and approved requirement documents to any state entity that requires access to them. For example, IRS Form 990's could be forwarded automatically to the agency or group that needs to file or act on them.

*Requirement #4: Allow private foundations to file a copy of their IRS Form 990-PF with their state attorney general in machine-readable electronic form, if available, or as a PDF.*

OurRecords fully supports this requirement with standard system functionality.

The feature is supported through standard requirements fulfillment. Existing system behavior enables the registration service provider to define requirements as well as requirement criteria. The requirement for the IRS 990-PF form can be defined as a requirement for all application opportunities. Additionally, specific criteria for acceptance such as signatures, dates, and notarization may be defined.

NOTE: After completion of automatic integration with the IRS, fulfillment can be automated in a similar method that OurRecords currently allows fulfillment of background checks through either uploading acceptable background check documentation or through integrated fulfillment.

*Requirement #5: Make the non-confidential collected registration data public in an open data format. Confidential data and Personally Identifiable Information must be inaccessible to unauthorized users.*

OurRecords fully supports this requirement with standard system functionality.

This feature is supported by customizable public search capabilities.

As suggested in a previously published RFI, the public can conduct the searches of the open data (name/value pairs collected for each opportunity) on the portal website using criteria such as 1. Organization type (i.e., charitable organization, professional fundraiser). 2. The name of the organization. 3. Organization purpose (i.e. educational, humane, scientific, social welfare or advocacy, environmental, etc.) 4. An organization's FEIN. 5. State of registration. 6. County. 7. City. 8. Zip Code. 9. Subsection code under IRC section 501(c). 10. Total Revenue. 11. Total Assets. 12. Total Program Expenses. 13. Total Fundraising Expenses. 14. Status of the organization as designated by the states in which the organization is registered (i.e., active, suspended). 15. Enforcement actions. 16. By calendar year (going back a minimum of three years).

OurRecords generates a public webpage for each account owner with default settings that protect confidential data and personally identifiable information.

*Requirement #6: Allow users to attach supporting documents as necessary.*

OurRecords fully supports this requirement with standard system functionality.

As standard system functionality, document attachments are a part of requirement fulfillment. Documents are viewable in the system by both the registering organization and the registration service provider.

Similarly, the registration service provider may attach documents as samples for requirement fulfillment.

Registration service providers may also share forms, procedures and other documents from their “shared documents” tab with all registrants.

*Requirement #7: Provide analytic tools for charity regulators to identify outliers that will enable improved response by regulators to potential fraud prevention, negligence or poor governance practices that may lead to loss or waste of charitable assets.*

Without knowing the specific reporting requirements, our assessment is that OurRecords supports this requirement with standard system functionality.

OurRecords provides standard compliance reports and exception reports to registration service providers and well as criteria based searches. OurRecords allows profile search of any registrant and sends electronic notifications when registrants become non-compliant.

If selected by MRFP, OurRecords will work to provide any additional required reports.

*Requirement #8: Use a transaction-based funding model.*

OurRecords fully supports this requirement with standard system functionality.

OurRecords network is a subscription based model based on the transaction levels of the organizations. The system is fully operational, built on the secure, globally scalable Microsoft Azure platform.

*Requirement #9: Accept payment of state registration fees from applicants and allocate them to the appropriate state(s).*

OurRecords fully supports this requirement with standard system functionality.

Acceptance of fees is a configurable requirement for each opportunity for each registration service provider/state.

TABLE 2: ADDITIONAL FEATURES AND CAPABILITIES PROVIDE BY OURRECORDS COMPLIANCE NETWORK THAT ARE NOT LISTED IN RFI REQUIREMENTS

#	Requirement	Fully Supported
1	Document review, approval, rejection portal and workflow support	✓
2	Documented call log, rating system for each registrant	✓
3	Secure document sharing	✓
4	Geographical search	✓
5	Integrated Email Communications	✓
6	Support for dynamically changing requirements (through the year, independent of state)	✓
7	Extended capability to management volunteers or other service providers	✓
8	Secure Intelligent File Transfer (SIFT) for protecting PII and exchanging sensitive information with others	✓
9	Dynamically manage connections – connect/disconnect with other states and entities as needed	✓
10	Share frequently used documents with specific organizational groups	✓
11	Application Programmer Interface (API) to allow access for other computer systems to import records and credential status	✓
12	Automatically forward documents to appropriate state recipients on approval.	✓
13	Branded sign up page for each state (or entity)	✓
14	Email out invitations to existing approved charitable connections	✓
15	Email communications are customized per state (or entity)	✓
16	Completely, and dynamically customize your specific requirements for each state (entity) where necessary	✓
17	Support for click through policy acknowledgement where desired	✓
18	Companies that provide data / services to either the public or government entities can leverage OurRecords API's to have a current view of a charitable organizations status with each state entity.	✓
19	Independent state approval of submission and tracking of status for each state	✓



20	Single submission to all states for common requirements	✓
21	Customize additional requirements as needed	✓
22	View of compliance status for each charity to know what their status is for each state	✓
23	Single dashboard view of any actions required to be performed at any given time	✓
24	W3C Compliance	✓
25	System scalability with the ability to manage geographic redundancy and multiple hosting center accessibility	✓
26	OurRecords meets a broad set of international and industry-specific compliance ISO 27001, HIPAA, FedRAMP, SOC 1 and SOC 2	✓