Charitable Donations & Sponsorships Programme

Applicant Requirements Guidelines

The following documentation is required in order for Clarien to evaluate a proposal for support in the fiscal year. Note: Applications for funding will be limited as budgets allow for the year.

1. A completed Charitable Donations & Sponsorship Application Form For Non-Profit Charity or Organization.
2. A letter of request for financial support or sponsorship which should indicate the following:
   - The primary mission of your organization, with a description of its significant accomplishments and current programmes, including how you intend to sustain your respective initiative.
   - The issue your programme/project addresses and the impact of this issue on the Bermuda community.
   - The scope of the programme/project for which support is requested. Identify the target members of the community.
   - The track record of the project/programme to be funded. If a new programme/project, discuss the accomplishments of the organization.
   - The goal or expected outcome of the programme/project for which support is requested.
   - An explanation of how the success of the programme/project will be measured and the results reported to Clarien Bank.
   - Any additional statistics, facts or metrics to support the need for your services.
3. A detailed business plan:
   - For Charitable Donations – The business plan should include an outline of costs associated with a particular programme/project targeted for support.
   - For Sponsorship Applications – The business plan should include a detailed budget showing the costs associated with the programme/event for which support is being requested, the duration of the programme/event, as well as demographic information, historical enrollment/attendance, data, marketing activity and the anticipated benefits of sponsorship to Clarien.
4. A review of the group's progress and achievements in previous year including quantifiable metrics.
5. A recent audited Financial Statement or detailed information on finances from previous year.

Please submit applications to:
Clarien Foundation
Clarien Bank Limited
P.O. Box HM 665
Hamilton HM CX