

Asia Pacific Philanthropy Committee Grant Making Guidelines

Funding Proposals

The Committee supports educational opportunities for disadvantaged children. Proposals are reviewed at select times throughout the year and awards are granted to registered, non-profit organizations in those communities in which Credit Suisse employees live and work. Grants tend to range from US\$1,000 to US\$25,000. When reviewing a proposal, the Committee considers:

- The fit of the organization with the Credit Suisse image of good corporate citizenship and its ability to provide a strong public relations opportunity for the Credit Suisse contribution.
- The need of the target organization and community.
- Preference will be given to organizations that can benefit from Credit Suisse employees as volunteers. Credit Suisse encourages staff involvement and supervision of donations where possible.
- The fit of the organization with the Credit Suisse image of good corporate citizenship.
- Multinational charities may be supported. However, the Committee favors locally based organizations.
- The Committee has made awards to organizations that do not fit within the strategic focus of educational opportunities for youth when Credit Suisse employees are involved as volunteers.

Submission Guidelines

Submissions should include a completed Proposal Summary Sheet and relevant attachments. Only registered charities located in the Asia Pacific region will be considered. The review process by the Asia Pacific Philanthropic Committee is highly selective. Submissions are reviewed by staff and only those fitting the criteria above are considered by the full Committee. Unfortunately, due to capacity constraints, Credit Suisse will not be able to respond formally to all submissions.

Mini Grant Program: Supporting employee volunteering efforts

The Asia Pacific Philanthropic Committee administers a Mini-Grant Program to support employee volunteer efforts. Grants will be considered for any registered charities in which employees invest their own time. However, the Firm does not make grants to organizations that are fraternal, social, religious, trade, or political in nature. If you volunteer for a denominational organization, its program is eligible only if it is open to all members of the community. Mini-Grant amounts range from USD \$250 to USD \$5,000 and

are at the discretion of the Asia Pacific Philanthropic Committee.

- USD\$500 to organizations on behalf of individual employees who volunteer 35 hours or more within a calendar year to those organizations.
- For team and group volunteer activities, the amount of a donation varies with the number of employees that are involved in the program:

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|--------------------|-----------|--------------------|-----------|
| 2 to 9 employees | USD 250 | 50 to 99 employees | USD 1,500 |
| 10 to 24 employees | USD 500 | 100+ employees | USD 2,000 |
| 25 to 49 employees | USD 1,000 | | |

Other Information

- Eligible institutions must be registered non-profit organizations.
- Regular, full-time employees of Credit Suisse in Asia Pacific are eligible to apply after completing 35 hours of direct service in the calendar year with the same tax-exempt organization.
- Regular full-time time employees may apply for one award per calendar year
- Organizations currently receiving annual funding from the Asia Pacific Philanthropic Committee are generally not eligible for Mini-Grants.
- To apply for a Mini Grant please fill in the Mini Grant application form and submit the completed form together with supporting documentation to Dawn Emling.

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