

## Funding and Reporting Guidelines

### Funding Guidelines

Applications for funding can be submitted at any time between 1 January and 30 September. There are no funding application forms.

Funding is granted once a year, usually in the fourth quarter.

The CS4C Board of Directors decides which applications are successful. All applicants will be informed in writing of the Board's relevant decision after this meeting. Reasons for a decision to decline funding to an applying organisation will not be provided.

Funding will only be considered for organisations that work with mainly children as beneficiaries.

Funding will only be considered for organisations domiciled and registered in the Republic of South Africa and for work undertaken in this country. Organisational operating costs will be considered.

The following will not be considered for funding:

- Individuals
- Bursaries
- Construction of religious buildings
- Political parties and trade unions
- Conferences and events
- Overseas travel; and
- Organisational start-up costs.

Funding is made by EFT.

Organisations applying for CS4C funding support are required to submit the following:

- A brief description of the applicant organisation
- A brief description of the funding's intended use
- A list of current donors and amount received/contracted from each
- Proof of Non-Profit Organisation registration
- Proof of Public Benefit Organisation status
- Proof of Section 18A status
- A certified copy of organisational founding documents
- A bank-certified letter confirming the applicant organisation's banking details
- The organisation's annual report for the immediate past calendar/financial year; and
- The organisation's audited financial statements for the immediate past financial year.

Applicants may be asked to provide information additional to the above and/or to meet with an CS4C representative/s in person.

All funding applications, fully complete, must be electronically submitted to the Company Administrative Consultant, Duncan Bell, at [info@charityshares4children.co.za](mailto:info@charityshares4children.co.za) by 30 September.

CS4C reserves the right to alter its funding application criteria and reporting criteria, at any time, without notice.

### **Reporting Guidelines**

Organisations funded by the CS4C are required to submit the following prior to the conclusion of 12 months after they have received CS4C funding support, and before any further support will be considered by the CS4C:

- Written report on the use of CS4C funding received, including current organisational annual report and current audited financial statements.