

신청서 작성

#### **SECTION 1: ORGANIZATION INFORMATION**

Legal Organization Name 단체/법인명	
Address 주소	
Website 웹사이트	
Phone 전화번호	
Email 이메일	
BC Society Number: if organization is registered society in BC	

We require recognition in our Community for all donation at the event/program including:

- Displaying SCU's logo on all advertising
- Verbal recognition
- SCU's signs prominently displayed and
- Pictures taken and provided to SCU

#### **SECTION 2: APPLICATION INFORMATION - 1**

Representative Director/ Title 대표자 이름/직함	
Contact Person / Title 담당자 이름/직함	
ls your organization a SCU member? 본단체는 한인신협 조합원 입니까?	YES – Account Number: NO – Financial Institution(s):
Are you a SCU Member? 본인은 한인신협 조합원 입니까?	YES - Account Number: NO - Financial Institution(s):
Number of Volunteers 봉사자 명수	
Number of Members who are a SCU Member 본 단체에 한인신협 조합원수	



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SE	CTION 2: APPLICATION INFORMATION -2
	What is the primary focus of your organization? 단체/법인 설립 목적은 무엇입니까?
	Tell us about your activity or sponsorship request. 후원금 사용 계획에 대해 기술해 주십시오.
	How will a contribution by the Credit Union be acknowledged or recognized by your organization? 한인신협의 후원을 어떻게 알리실 계획입니까? (예) 지면광고, 홈페이지 링크, 홍보배너설치, 무료등록 인원 제공, 인쇄/제작물등

 $<sup>{}^{*}</sup>$  Please attach any material that will help us determine the eligibility of the request



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### **SECTION 3: PROJECT INFORMATION**

Name of project 행사이름			
Project timeframe 행사기간	Start date (yyyy-mm-dd)		End date (yyyy–mm–dd)
Description of Event (200 wo 행사 내용에 대해 기술해 주십시오			
How many participants will this project support? 행사에 참여하는 인원은 모두 몇명입니까?			
Other organization/ key partners involved? (E.g. funders, sponsors, partners) 다른 기관/주요 협력사가 있습니까?			
Organization 기관/단체 이름		Contact Person 담당자	



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### **SECTION 4: BUDGET INFORMATION**

Funding Requested 후원 요청 금액	Total Project Budget 총 기획 예산	Funds Secured to Date

#### **REVENUES**

수익

Funders (including-SCU)	Amount	Contactperson &Number
	\$	
	\$	
	\$	
	\$	
	\$	
Sub-Total	\$	
In-kind-contributions		
Total Revenues**	\$	

### **EXPENSES**

지출 내역

Expenses-Item	SCU-Amount	Other-Funders-Amount	Total
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
Total Expenses – SCU Amount	\$		
Total Expenses – Other Funders	\$		
Total Expenses **	\$		

SCU COMMUNITY SUPPORT APPLICATION

## 한인신협 사회공헌사업 신청서



### Applicant Signature

If you have a proposal or document you'd like to attach to provide additional details, please do. However, note that it will only be referenced for additional details and not necessary considered as a part of your application.

Signature: Have an Officer/ Executive member of you Board of Directors OR Executive Director of the organization sign below, indicating knowledge of, and support for, this application.

Name / Position (Please PRINT) 신청인 이름 / 직함	
Applicant Signature 서명	
Date (mm/dd/yyyy) 날짜	

Please submit this completed application form, along with brochures, financial statements, or any other materials that you feel might be helpful for our review of your request to:

SCU Community Support Team 한인신협 사회공헌사업팀 sponsorship@sharons.ca



PROGRAM GUIDELINES

#### **ELIGIBLE ORGANIZATIONS AND PROGRAMS**

THE FOLLOWING CRITERIA SHALL BE USED TO DETERMINE ELIGIBLE ORGANIZATIONS AND PROGRAMS FOR CDP:

- All investments must be accountable, and the recipients must submit a plan explaining how our investments will be used for whose benefit, and submit a report with supporting receipts and documents confirming that the investment was used in accordance with the approved plan.
- Investments must have measureable and lasting benefit to our credit union and / or member communities.
- Preference should be given to programs or projects with multiple sponsors/stakeholders and multi-year plans which demonstrate sustainability and long term benefits.

#### CDP FUNDS SHOULD NOT BE USED FOR THE FOLLOWING:

- Individual pursuits or interests that are primarily for personal gain or enjoyment
- Political organizations or events
- Religious organizations or events
- Any programs or organizations which may be controversial (including potential for a conflict of interest allegation) or otherwise cause reputational damage to Sharons Credit Union.

#### 후원금 집행 절차

후원 승인 공문 이메일 발송 (2~3주 소요) 후원금 입금 확인 및 사업 진행 수원 결과 보고서 제출 (사업 종료 30일 이내)

- 영리/정치/종교적 요소를 포함한 행사는 후원 승인 대상이 아닙니다.
- 후원금은 정해진 목적 외의 다른 용도로 사용할 수 없습니다.
- 행사가 취소되거나 내용이 변경된 경우에는 즉시 담당자에게 통보해야 하며, 지급받은 후원금을 정산 · 반환 해야 합니다.
- 후원사업자는 해당 사업과 관련하여 배포되는 모든 매체(인쇄물, 제작물, 보도자료 및 언론광고)에 신용조합 로고를 표기해야 합니다.
- 한인신협 로고는 마케팅 담당자(elliekim@sharons.ca)에게 문의바랍니다.