



# SPONSORSHIP AND CSR INFORMATION SHEET

Housing Development Corporation Limited  
HDC Building, Hulhumalé, Republic of Maldives  
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1. Partnership benefits shall be extended to only those events that fall under HDC's corporate CSR strategies focusing on the following areas:
  - Environment sustainability
  - Arts and Culture
  - Community Empowerment
  - Health and Wellness
  - Strategic Partnerships
2. General:
  - Submit CSR Partnership Form if you would like to request for our collaboration on events, CSR donations or In-kind goods/services.
  - Submit sponsorship Request Form if you would like to request funding for major projects, corporate events that fall under our CSR Strategies.
  - Proposals must be submitted three weeks prior to planned event or activity
  - The 'Sponsorship Form' and 'CSR Partnership Form' should be accompanied by a proposal stating the reason for requesting assistance along with details on how the funding will be utilized.
  - Requesting parties will be contacted after our evaluation process
  - Charitable Donations will only be made to government institutions and registered Businesses and NGO's
  - Due to the high demand for sponsorships, we can only support a limited number requests per year.
3. Required documents:
  - 'Sponsorship Request Form' or 'CSR Partnership Request Form'
  - Proposal
  - Other supporting documents (if necessary)
4. Sponsorship proposal must include:
  - Official name of the organization, mailing address, and registration documents
  - Name and title of the contact person in the organization, with contact details
  - Brief description of the organization, with credentials of its past initiatives, if any
  - Details of initiatives to be supported by the corporation
  - Assistance required from HDC and reason (Refer to Annex 01 of Sponsorship and CSR Request Form)
  - Information on the type and level of contribution sought, with justification and breakdown
  - Details of relevant market research, if any
  - Details of media exposure and media partners, if any
  - Details of whether the initiative is funded by other parties or if it's being sought
5. The Corporation will not support or contribute to an initiative that is:
  - Against the laws and regulations of the Republic of Maldives
  - Contradicts our corporate values
  - Does not have measurable positive outcomes and limited market exposure
  - Has a clear political motive
  - Events undertaken by individuals and unregistered groups.  
(However, National, and international level representation of Maldives could be considered based on scope and opportunity)