



Island
School



NICOLA & KENNETH BURSARY

Corporate Matching



Island School Trust

Registered Charity Number 91/8789





Nicola and Kenneth Bursary

This charity supports secondary school students in severe financial need.

[Read More, backtoborrett.com/be-a-friend](https://backtoborrett.com/be-a-friend)

How to get started

Many large corporations have a Corporate Matching Scheme. You can use your company's matching scheme to help young people in severe financial need and support the Nicola and Kenneth Bursary fund. Matching schemes are typically managed by a Corporate Social Responsibility (CSR) team. Once you have confirmed that your company has a corporate matching scheme, you should decide at what level you feel comfortable making a donation.

WHAT YOU NEED TO DO

1. Matching Amounts

Ask the CSR team about the terms of the matching scheme e.g.
At what value will the company match your donation?
Is the donation made monthly or annually?
What charities qualify and what documentation do you need to proceed?

2. Forward It

Send your company's CSR team this document:

Nicola and Kenneth Bursary Fund Explained

<https://t.ly/HhYjG>

This is usually all a company needs to confirm that the matching can go ahead.

3. Make a Donation

Most companies will ask you to make a donation first and then send the “donation certificate” to the CRS team. See the next page for payment information.

4. Tell us the good news

Once you have made a donation email trust@online.island.edu.hk to let the school know that you have made a donation. The Trust will then issue you with a formal thank you letter and a tax deductible receipt. These documents act as your "donation certificate."

5. Be a Friend

At this stage you can choose to become a Lifelong Friend of the School. We will then add your name to the gallery of names *or the Trust Tree* on campus.

6. In Writing

Send the donation certificate to your CSR team they can then initiate the matching scheme. Bank details are on the following page.



Pictured: Students raising money for the Nicola and Kenneth Bursary

Individuals making a donation to the Trust

Donations to the Island School Trust can be made by Paypal and credit card.

Paypal: <https://www.paypal.com/paypalme/SpiritFund>
Credit card: <https://island.edu.hk/donation-made>

Corporations making a donation to the Trust

THE ISLAND SCHOOL TRUST

HONGKONG AND SHANGHAI BANKING CORPO
1 QUEEN'S ROAD CENTRAL
CENTRAL AND WESTERN DISTRICT, CENTRAL

Account number: 808320618001
SWIFT-BIC HSBCHKHCHKH



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THANK YOU FOR SUPPORTING THE NICOLA & KENNETH BURSARY FUND



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