



Where Each Relationship Matters®

## 2023 Community Donation Fund Guidelines

The following information is meant to prepare organizations with the information required to apply for a donation from Rockland Trust. If there are questions remaining after reviewing this guide, please send an email to: [Charitable.Giving@RocklandTrust.com](mailto:Charitable.Giving@RocklandTrust.com).

### **Mission Statement**

*Rockland Trust's philanthropic mission is to strengthen the communities served by the Bank.*

*We enable individuals and their families to access opportunity and improve the quality of their lives.*

### **Rockland Trust's Giving Focus**

Rockland Trust and its affiliated foundation support local communities in three ways: event sponsorships, Community Donation Fund contributions, and Rockland Trust Charitable Foundation grants.

***Please note: Due to the large number of requests we receive, Rockland Trust does not typically fund multiple applications (grant, sponsorship OR donation) from the same organization in a single calendar year.***

For further information on all of our charitable giving programs, please visit [www.RocklandTrust.com/CharitableGiving](http://www.RocklandTrust.com/CharitableGiving).



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### Geographic Focus

Rockland Trust and the Rockland Trust Charitable Foundation are strong advocates for the Massachusetts and Rhode Island community organizations that help support the individuals, families, and businesses that comprise the communities we serve. Funding priority is given to communities served by a Rockland Trust Bank branch.

Rockland Trust requires that all organizations (for-profit and non-profit) be located in and serve individuals of one of the following geographic areas:

Barnstable County, MA  
Bristol County, MA  
Dukes County, MA  
Essex County, MA

Middlesex County, MA  
Nantucket County, MA  
Norfolk County, MA  
Plymouth County, MA

Suffolk County, MA  
Worcester County, MA  
Rhode Island

### Community Donation Funding Priorities

A streamlined application is available to organizations that meet the criteria of the Community Donation Fund. The Fund will consider donations to charities and programs that are vital to our service area but do not meet the Rockland Trust Charitable Foundation's grant focus areas of affordable housing, children & youth, financial inclusion & workforce development and small business support.

Please note: funding requests for Children & Youth programs that are focused on the following types of programs **must** be submitted through a grant application:

- Parenting education and training
- Early childhood education
- Social-emotional and mental health
- After-school enrichment/tutoring programs in sports, arts, leadership with an educational component
- Mentoring and literacy programs
- Access to summer camps for underserved youth
- Career/College exploration, preparation and support

For full details on Rockland Trust Charitable Foundation's grant focus areas, please visit [www.RocklandTrust.com/CharitableGiving](http://www.RocklandTrust.com/CharitableGiving).



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## **Community Donation Fund Applications Review and Timing**

Community Donation Fund applications are considered on a rolling basis. A response to an application with a determination or additional questions can be expected between six to eight weeks after the submittal date. The majority of community donation requests will be less than \$2,500.

### **Eligibility for Donations**

Donation support to an organization in one year does not guarantee support in subsequent years. Please note: Rockland Trust does not typically fund multiple applications (grant, sponsorship OR donation) from the same organization in a single calendar year.

A requesting organization and its application must satisfy each of the following conditions to be eligible for consideration:

- **Status:** Donations will only be made to organizations that are in corporate and good tax standing with the Internal Revenue Service and other governmental authorities.
- **Non-Discrimination:** Organization cannot discriminate on the basis of Age, Race, Sex, Religion, National Origin, Disability, Family Status, Receipt of Public Assistance, Sexual Orientation, or Gender Identity.
- **Geography:** Applications must originate from organizations based in, or that serve the residents of Rockland Trust's geographic focus area as described on Page 1.

Rockland Trust does not make donations to the following types of applicants:

- Religious organizations (activities for religious purposes)
- Political activities, lobbying, or candidates for political office
- Individuals or families

If you have questions about the eligibility of your organization to apply for a Community Donation, please send an email to: [Charitable.Giving@RocklandTrust.com](mailto:Charitable.Giving@RocklandTrust.com).



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### **Applying to the Community Donation Fund**

Applications are accepted **only** via our online portal. The click-through to the application is located at: [www.RocklandTrust.com/CharitableGiving](http://www.RocklandTrust.com/CharitableGiving). We will not respond to requests made in-person, or sent via email or mail.

Applications may be saved at any time in the process to resume later. We recommend that you create a WORD file of your responses to copy and paste as needed.

Add [mail@grantapplication.com](mailto:mail@grantapplication.com) to your safe senders list to ensure you receive all system communications.

### **Application Checklist**

The following information is required to support the donation application and the documents are uploaded during the application process:

- Organization Mission Statement and History
- Description of the donation request and number of individuals served

### **Required Documents**

- A copy of the IRS Letter of Determination documenting the 501(c)(3) PC status, if the organization is recognized as such by the IRS
- A copy of the organization's signed W-9
- Optional attachments – additional information about your organization or the request

If any of the above documents are unavailable or inapplicable, please upload a document telling the reason why you are unable to provide it.

### **Questions?**

Please send an email to [Charitable.Giving@RocklandTrust.com](mailto:Charitable.Giving@RocklandTrust.com) to ensure the quickest response.