Thematic Focus
UBS Tsunami Relief Fund donations will concentrate on projects that address specific medium and long-term rehabilitation efforts in the areas affected by the disaster. Within this remit, we will focus on particular fields in order to ensure maximum impact and a sense of identity with the projects we support. By selecting the same themes as we use for our longstanding Community Affairs program in the Asia Pacific region, we hope to enable partnerships to extend, in some cases, beyond tsunami relief efforts in the longer term.

- Education (Training the trainers / Widening access to education)
- Community Regeneration
- Environment

Overall Guidelines
- The project / organization should offer potential for long-term and multi-faceted partnership (i.e.: not only funding but, where appropriate, in kind, volunteer support etc.).
- The organization must comply with established quality standards.
- The project / organization should have communications potential for UBS.
- Consideration will be given to projects whereby UBS’s donation can leverage extra resources.
- The Committee will consider both capital and revenue projects.
- Groups awarded grants are expected to be fair and inclusive when promoting and running their activities.
- The UBS TRF Committee’s decision is final.

Restrictions
UBS Community Affairs guidelines preclude donations to:
- Individuals
- Political groups or activities promoting political beliefs
- Animal rights / advocacy organizations
- Religious activities
- Endowment appeals
- Replacing public funds
- Retrospective funding, i.e. activities taking place before January 2005
- Deficit funding or repayment of loans
- Organizations discriminating between people of different religious or ethnic groups.
- Any organization which cannot meet our due diligence requirements

Sponsorship of fundraising events, advertising in charity brochures etc. does not constitute a donation. The UBS TRF funds will be for donations directly to the causes in question.

Due Diligence
As part of its wider compliance and corporate responsibility program, UBS will seek assurance as to the absolute integrity and reliability of organizations it chooses to partner. This will include the requirement for two or more of the following:
- The annual review / report
• Your most recent audited accounts
• References from other donors
• Written confirmation of measures in place to ensure the funding provided will reach the proposed beneficiaries
• Full details of charity commission and/or Inland Revenue registration, including the organizations registered objectives and constitution.
• A grant eligibility form from the UK Charities Aid Foundation or our Compliance teams in Asia Pacific.
• Child protection policy, where appropriate

Project Assessment / Feedback
The project/organization must be in a position to provide high quality feedback on the impact of our donation and employee involvement. This feedback should comprise a combination of
• First hand assessment: opportunities for UBS employees/UBS representatives to visit the project.
• Regular, written feedback including, where appropriate, numbers of people reached by the project and/or statistical evaluation. Frequency of feedback to be agreed.
• Financial information regarding the expenditure of the grant.
• External auditing

Location
The Committee will focus on the following countries:
• India
• Indonesia
• Thailand
• Malaysia

Size of projects
The Committee aims to select a small number of organizations ("core partners") in the countries mentioned above.
• Large projects
We are looking for up to six major projects (up to USD600,000) to support in countries that were affected by the tsunami but where UBS also has a business presence. This should enable the firm to leverage extra resources to support chosen projects and involve our employees as volunteers.
• Small projects
We have put aside funds for smaller scale projects (up to USD50,000). We will operate to the same guidelines as above.

Sustainability
UBS seeks relationships with our core partners that are long-term and where we can offer sustainable value. The Committee will therefore consider both single and multi-year commitments.

Volunteering
We believe employee engagement is one of the strengths of UBS’s award-winning Community Affairs program. Our employees can contribute to charities, schools and voluntary organizations in a number of ways
• Project management
• Providing business expertise (e.g.: accounting, business planning, human resources, premises management) for charities and organizations – as mentors or trustees/board members
• IT (infrastructure or web site development)
• Developing marketing materials
• Educating charity beneficiaries (e.g.: in maths, accounting, literacy, business skills, IT, leadership)
• Working as a team to renovate or decorate premises
Organizations which find viable, creative ways in which to involve our employees in projects will be given consideration.