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|  | *CORPORATE AFFAIRS AND INTELLECTUAL PROPERTY OFFICE**Ground Floor, BAOBAB Tower, Warrens,**St. Michael, Barbados**Tel: (246) 535-2401 Fax: (246) 535-2444**Internet:* [*http://www.caipo.gov.bb*](http://www.caipo.gov.bb)*Email:* *caipo.general@barbados.gov.bb* |  |

Ref.: 20/3/16 Vol. I

August 6th, 2019

Dear Sir/Madam,

**Survey to Identify Non Profit Organisations (NPOs) in Barbados**

As part of the overall national effort to strengthen the regulatory framework, this survey is being issued to identify the features and types of Non-Profit Organizations (NPOs) operating in Barbados. Responses will allow for the application of a risk-based approach to the NPO sector together with an appropriate national policy.

Responses should be provided by 23rd August, 2019 to Rochelle Best at rbest@caipo.gov.bb or 535-2407 followed by letter addressed to the Registrar of Corporate Affairs and Intellectual Property Office. Should you have any queries, please contact Tamiesha Rochester at trochester@caipo.gov.bb or 535-2405.

Thank you for your co-operation in this matter.

Yours faithfully,

**Heather A. Clarke**

Registrar

Corporate Affairs and Intellectual Property Office

**Name of Person Completing the Survey**

**Position Held:**

**Date:**

1. Name of organisation. Non Profit Company Charity

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1. Contact information for your organisation:

Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Telephone Number (s):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email Address(es):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Contact person (s):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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1. Date of incorporation or registration with CAIPO?

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1. Names of persons associated with the organisation?

Board Member \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

CEO \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Treasurer \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Trustee \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Other (Describe)

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1. Main purpose(s) of your organisation?

Social services 

Housing 

Religious Activities 

Educational Activities 

Health 

International Activities and Funding 

Community Development 

Culture and Art 

Other (Describe) 

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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1. Main recipients/beneficiaries of your organisation’s activities?

Individuals 

Other Organisations 

Government 

Other (Describe) 

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1. Does the NPO/ raise funds to undertake good works (charitable, education, religious or social purposes)? Yes  No 

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1. Does the NPO/ disburse funds to undertake good works (charitable, education, religious or social purposes) Yes  No 

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1. If part of a global organization, identify name of group.

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1. Does your organisation receive funds from overseas? Yes  No 
2. If yes, state the countries/territories from which funds have been received within the last 3

years.

Country Amount

2016:

2017:

2018:

 12. Name(s) and address(es) of any branch(es) or associated organisation(s).

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Does your organisation fund overseas beneficiaries? Yes  No 
2. If yes, state the countries/territories and distribution of funding within the last 3 years.

Caribbean ..…%

Outside Caribbean ..…%

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. List types of local sources of funding of your organisation.

Fundraisers

Private Donations

Public Appeals

Corporates 

Government 

Other (Describe) 

1. State the amount of funding received by your organisation per year for the last three years. (If you do not know the exact amount give an approximate figure):

2016 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2017 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2018 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. State the organisation’s total annual income per year for the last three years. (If you do not know the exact amount give an approximate figure):

2016 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2017 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2018 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Summary of funding transactions completed by your organisation within the last year:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **CASH TRANSACTIONS** | **CHEQUE TRANSACTIONS** | **BANK TRANSFERS** | **OTHER(S) (PLEASE SPECIFY)** |
| **Less than $5k** |  |  |  |  |
| **$5001 – 10k**  |  |  |  |  |
| **$10001 - $20k** |  |  |  |  |
| **$20001 - $40k** |  |  |  |  |
| **Over $40k** |  |  |  |  |

1. Have you implemented any measures to protect your organisation from being abused by terrorist entities?

Yes  No 

1. If yes, please outline these measures.

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