

CRITERIA AND TERMS AND CONDITIONS

This document describes the terms and conditions of participation and the criteria for the Egis Foundation's 2022 international call for projects.

1 - EGIS GROUP

The *Egis Group* is one of the world's leading engineering, construction, operations and services companies. The Group has 16,000 employees worldwide, including 4,000 in France. Its activities are divided into 7 geographical regions: France, Europe and Central Asia, Africa, Middle East, Asia-Pacific and the Americas.

Groupe Egis' high value-added solutions for sustainable transport, buildings and infrastructure are innovative solutions for shaping the world of tomorrow.

2 - EGIS FOUNDATION

The action of the Corporate Foundation is limited to sponsorship operations, without seeking immediate rewards but with a longer-term aim, considering the work of general interest as the purpose of each action.

Created in 2006, the Egis Foundation has supported educational and solidarity projects for 15 years. In 2021, Egis has given new vision to its foundation, which now has resources commensurate with its objectives and is open to collaboration with partners who share our vision. In addition to our commitment to contribute to the fight against climate change within Egis and in our businesses, we are committed to acting, with the Egis Foundation, **beyond our usual scope of action**.

We recognise the urgent need to act at all levels of public and private society to combat climate change and biodiversity degradation and to meet the challenges ahead. The health crisis, the impacts and the social upheavals that are already present are of concern to us and indicate that it is time to accelerate. We are convinced that a strong commitment and a contribution by the Foundation to this issue can, by influence, lead to others and increase our values and those of our employees.

Human activities are the cause of climate change, but people are also at the centre of its consequences. This is why the **adaptation of populations** and ecosystems as a whole to climate change will be at the heart of our projects, along with the systematic search for GHG **emission reductions**.

Our statutory mission is to develop or support actions in favor of the fight against climate change and in support of a fair transition.

3 - INTERNATIONAL CALL FOR PROEJECTS 2022

3.1 - Objectives

The 2022 International Call for Projects is the first call for projects conducted by the Egis Foundation. It invites NGOs and non-profit organisations to present their ideas and projects on the topic of **the fight against climate change**.

It is open to organisations based in France and in Europe, but also to local organisations based outside Europe that wish to apply directly, provided that the project is in line with the proposed theme and meets the stated criteria.

In the call for projects, the three points listed below will be carefully analysed in order to assess the alignment of the proposed projects with our objectives.

3.1.1 - Impact regarding climate change

We seek to support projects that have an **impact on the causes of climate change** by reducing the sources of greenhouse gas emissions and supporting sustainable lifestyles. We also seek to support projects that promote the resilience of populations, ecosystems and territories to the **present and future impacts of climate change**.

3.1.2 - Systemic and long term approach

We are looking for the implementation of sustainable solutions, and for this reason the approach to climate change that we defend is not thematic but systemic. The search for complementary objectives linked to other components of people's living environments is strongly encouraged (social co-benefits). The desired approach should focus on solving the causes of the problems and/or enabling people to free themselves from the difficulties without generating dependency.

The complementary areas of impact listed by the Foundation are

- - Knowledge and education
- - Professional training and action
- - Technical and social innovation
- - Economic and local development
- - Preservation of biodiversity, ecosystems and/or natural resources
- - Energy, transport and housing
- - Agriculture and access to water
- - Gender and human well-being

3.1.3 - Focus on vulnerable populations

We seek to pay particular attention to **vulnerable groups** (women, children, etc.) or those in **precarious situations**. We are looking for actions that strengthen their capacity to be actors of their own destiny while respecting their dignity and sovereignty.

3.2 - Main phases of call for project

The call for projects is divided into five main phases:

- Phase 1: Call for expressions of interest - Submission of applications in the form of a simplified questionnaire - from 23 May to 20 June.
- Phase 2: Analysis of the eligibility of applications by the Foundation - From 20 June to 1 July
- Phase 3: Submission of projects for successful applicants - From 4 July to 6 September
- Phase 4: Pre-selection of projects by a Selection Committee - From 7 September to 10 October
- Phase 5: The final decision to award the grants by the Board of Directors - From 10 October to 31 October

Phase 1 is open to all. Phase 2 will allow the selection of **20 to 40 applicant organisations** with eligible projects.

Phase 3 will invite only eligible applicants to submit their project for evaluation by the Selection Committee. The other applicants will be informed of their non-selection.

At the end of Phase 4, the Selection Committee will pre-select a shortlist of **5 to 10 projects**.

An interview is planned with each applicant structure between Phase 4 and Phase 5 with the Foundation's operational team and members of the Selection Committee in order to gain a deeper understanding of the project and the structure's approach. The projects will then be presented to the Board of Directors for final selection.



3.3 - Terms and conditions

3.3.1 - Phase 1 – Expression of interest

All applicants are invited to check that they meet the announced eligibility criteria before proceeding with the preparation of their application. The application to the EOI will be considered complete if the following two conditions are met before 20 June 18:00 (Paris time):

- the applicant has filled in and completed the [application form](#) on the Skeepers platform (and reached the page confirming submission of the form)
- the applicant has sent the required supporting documents by email to fondation.egis@egis.fr.

The applicant can present 1 or 2 projects during this phase, if he/she wishes to present 2 projects this will be possible directly on the same form.

The questionnaire consists of information of contact plus a compulsory part of 20 questions and 5 open questions. It has been designed to collect information strictly necessary to assess the eligibility of the project in a concise manner. We ask you to avoid any general, imprecise or confusing concepts. Additional project details and justifications will be requested in Phase 3.

ATTENTION: Filling in the form on the Skeepers platform is only possible in one go. Applicants are therefore invited to consult the questions in PDF format in order to prepare their answers before filling in the form on the platform. There is no possibility to interrupt an entry and come back to the file later. Only the last entry will be taken into account in case of multiple entries by the same organisation.

Mandatory supporting documents to be sent by email, specify in the subject line: **"AAP 2022 - Supporting documents - NAME OF STRUCTURE"**

APPENDIX 1: Presentation brochure of the organisation (4 pages recto/verso max)

APPENDIX 2: Statutes and description of the governance (list of the board of directors)

APPENDIX 3: Main CVs of the management team of the organisation and the project (4 pages/CV max, 5 CVs max)

Optional supporting documents (same procedure):

APPENDIX 4: Project presentation leaflet (2 pages recto/verso max)

For any questions, please contact fondation.egis@egis.fr

3.3.2 - Phase 3 – Detailed submission of project

The modalities of participation in the project submission phase will be sent by email to the selected applicants. The applicant organisation may submit only one project during this phase.

The modalities will be as follows:

- An online questionnaire on the Skeepers platform
- Supporting documents to be sent by email (final list confirmed at the beginning of Phase 3)

BANK DETAILS

Profit and loss account for the last financial year

Annual report for the last financial year

Budget forecast of the organisation for the year 2022

Full budget estimate for the project, showing the various sources of funding

The purpose of sending these additional elements is to analyse in more detail the interest and the adequacy of the project with the theme of climate change. The complementary questionnaire will require clear and concise answers in order to focus on the essential aspects and characteristics of the projects

3.3.3 - Phase 4 – Pre-selection of projects

Additional elements for the evaluation of the projects may be requested through direct contact with the pre-selected structures, particularly prior to a possible interview.

4 - ELIGIBILITY CRITERIA

The Egis Foundation will only consider applications that meet the following eligibility criteria (in turquoise):

4.1 - Criteria regarding the applicant organisation

The project must be carried out by a charity or an organisation with **legal personality**, which is **non-profit** and has one of the characteristics provided for by *French law* and meets the conditions for the application of the **French sponsorship system**.

It is aimed at French, European or international organisations such as associations, development NGOs, environmental NGOs or foundations.

The applicant structure must :

- Present a mission and a main activity in line with the scope of the call for projects
- Have been in existence for at least 2 years

The Egis Foundation does not finance :

- Structures with a political or religious purpose (funding or proselytising)
- Public bodies (State, public or local authorities, legal entities under public law)
- Structures in which one of the employees or members of the governance team holds a decision-making position within the Egis Group or the Egis Foundation. By decision-maker, we mean any member of governance, management position, shareholder or member of the decision-making bodies of the Groupe Egis or the Egis Foundation.
- Structures whose interests are associated with one of the Groupe Egis' existing or potential clients, partners or suppliers

4.2 - Criteria regarding the project presented

The geographical location of the project presented may be in France, in Europe or internationally. The project presented by the applicant organisation must :

- Respect a total project budget between 80 k€ and 1 M€
- Present activities and main objectives related to climate change (emission reduction or adaptation)

The Egis Foundation does not fund

- Exhibitions and one-off events (festivals, sporting events, symposiums, conferences, general meetings, etc.)
- The production of films or reports
- Personal projects
- Scientific research projects, student grants or scholarships
- Projects solely related to advocacy actions
- Projects completed or scheduled to end before June 2024 (1.5 years after the contractual date of the agreement).
- Projects with a scheduled start date after November 2024 (1 year after the contractualisation date of the agreement)
- Projects with a total duration of less than 2 years
- Projects for which Egis is asked to provide less than 10% or more than 50% of the total project budget
- Projects serving the personal or financial interests of Groupe Egis clients or linked to Groupe Egis projects in progress or completed in the last 5 years.

Projects dealing with diagnostic phases, feasibility studies or pilot actions may also be proposed and additional information on these aspects must be submitted, without affecting their eligibility. For this type of project, the minimum duration criterion of 2 years is not applicable.

4.3 - Additional criteria

Other additional criteria will be used to determine the target group of organisations selected for phase 3. These criteria will only be taken into consideration in the case of a large number of eligible applications at the end of phase 2 (> 30 eligible applications with regard to the above criteria).

- Additional criteria concerning the applicant structure:
 - The average turnover of the last 3 years must be between 200 k€ and 10 M€ of annual budget
 - Structural costs must be less than 15%.
 - The internal or programmatic approach is considered mature with regard to climate change
- Additional criteria concerning the project:
 - The project targets vulnerable groups as direct beneficiaries
 - The project presents complementary areas of impact consistent with the Egis Foundation's vision
 - The project is carried out in one of the countries where the Egis Group is present
 - The project is not eligible for carbon finance and the share of its funding from multilateral or bilateral donors is less than 30%.
 - The share of structural costs proposed for funding by the Foundation is less than 10%.
 - The objectives of the project are clear and the project is presented in a concise and synthetic manner
 - The project is conducted in collaboration with other operational partners: research centres, NGOs, local institutions, etc.
 - The project presents a potential for individual or collective mobilisation of Egis staff

5 - SELECTION CRITERIA

The project selection criteria will be confirmed at a later stage to the eligible applicants invited to submit their project at the beginning of Phase 3.

The evaluation will focus on the following elements:

5.1 - Criteria concerning the applicant structure

- Sound financial structure
- Motivation, capacity and/or necessary experience in the field of climate change and the area of intervention

5.2 - Criteria concerning the project presented

- Operational soundness of the project (clarity of the methodology and activities, quality of the resources proposed, vision of the risks and difficulties)
- Relevance of the project to the problem and the context (analysis of the problem, clarity of objectives and results, adequacy of the solution to the need, adequacy of resources, adequacy of phasing/planning)
- Impact Measurement (maturity or clarity of the formulation of objectives concerning the climate impact measurement, contribution to GHG emission reduction, contribution to reduction of vulnerability of populations or ecosystems of CC, share of the budget allocated to monitoring and impact measurement)
- Sustainability of the impact (economic or intervention model chosen, territorial anchoring, sustainability of the project and medium-term vision)
- Soundness of the proposed financial package (transparency of the financial elements submitted, clear and balanced budget)

6 - PARTNERSHIP

The Egis Foundation wishes to commit to a collaborative partnership with the selected organisations around 4 key areas, which will be defined and adjusted on a case-by-case basis:

- Medium-term visibility through the definition of financial support over 2 to 3 years
- Close collaboration from the agreement development phase and in regular dialogue during the project
- Joint reflection and support in measuring the impact and evaluation of projects
- Mobilisation of Egis Group human resources in addition to financial support

6.1 - Partnership agreement and payment of the funding

The call for projects is detailed by the presentation of values and objectives and around the topic of **fight against climate change**. A partnership agreement specifying the objectives to be achieved, the target audience, the terms and conditions of the action and a timetable for intervention will be drawn up between the Egis Foundation and the selected organisations.

The select

ed organisations commit to report on their actions through annual reports and financial statements that will be specified and agreed upon later. The selected organisations also commit to submit to the controls and monitoring carried out by the Foundation, the frequency of which will be defined according to the project schedule (annual or quarterly).

The dates of the various payments will be conditional on the completion of actions or intermediate phases of the project and will be indicated in the agreement. **The first instalment of the funding may be paid during the month of November upon signature of the agreement.** The funding will be divided into 2 to 4 instalments depending on the duration of the project and the amount granted.

6.2 - Monitoring and impact evaluation

The Egis Foundation does not wish to impose a monitoring or follow-up framework on its partners, but rather to define together the most appropriate methodology according to the organisation's experience, the context and the project.

When submitting the project, the organisation can explain the general and specific objectives of the project, explain its theory of change and possibly propose indicators for monitoring its impact.

When finalising the agreement with the selected organisations, the Egis Foundation wishes to engage in a joint reflection on impact research. The adequacy and relevance of setting up indicators specific to the project will be discussed. A framework for monitoring the general and specific objectives of the project will then be jointly defined. This collaboration framework may be adapted as the project develops.

The Egis Foundation expects that part of the financial endowment as well as the effort to mobilise Egis employees will be linked to the evaluation of the project's impact (maximum 5% of the financial endowment) with the aim of **achieving joint progress between the Egis Foundation and the partner in the consideration of impacts.**

6.3 - Egis employees involvement

The Egis Foundation will build a constructive dialogue with the pre-selected organisations in order to listen to their needs and identify possible synergies with the commitment wishes of Egis employees.

These elements may be discussed on a case-by-case basis on the basis of the structure's pre-identified needs in relation to its internal organisation or the proposed project. This discussion may take place during Phase 4 and will continue when the agreement is concluded.

The nature of the support proposed may be :

- Skills support corresponding to the needs of the structure: accounting, management, consulting, CSR strategy, carbon assessment, etc.
- Skills support corresponding to the needs of the project: technical expertise, engineering, consulting, project management, project carbon footprint, impact measurement, etc.
- An individual or collective commitment from employees corresponding to a component of the project (without mobilising "professional" skills)

The terms and conditions of this support and involvement of employees may be a voluntary commitment by Egis employees (volunteering) or in the form of skills sponsorship (agreement between Groupe Egis and the associated structure).

7 - PROCESSING OF PERSONAL DATA

7.1 - Information on personal data protection in the context of the application

The Egis Foundation, whose head office is located at 15 avenue du Centre CS 20538 GUYANCOURT 78286 Saint Quentin en Yvelines, is responsible for processing the personal data collected via the application form for the 2022 International Call for Projects. The purpose of the processing is the evidential analysis of applications in the framework of the 2022 International Call for Projects. The legal basis for the processing is legitimate interest.

This processing includes in particular information relating to professional identification data, contact details and financial data of the project and the applicant structure. The data subjects are the contacts, employees and members of the governance of the applicant organisation mentioned in the application.

The recipients are the Egis Foundation's operational team, the members of the selection committee and the Egis Foundation's administrators for the purpose of analysing the application. If the project is selected, the data will be kept for 5 years. In the event of an unsuccessful or ineligible project, the data will be kept for no longer than the duration of the study of the call for proposals, i.e. 6 months.

You have the right to access your personal data, to ask for them to be corrected in case of error or to be completed, to ask for them to be deleted, to ask for their processing to be limited, to ask for their portability, to object to their processing, and to define directives concerning the fate of your data after your death. To exercise your rights, or for any information on this system, you can contact our Data Protection Officer by writing to fondation.egis@egis.fr; please attach a copy of both sides of your identity document (identity card or passport) and specify the subject "RGPD - Call for projects 2022 Egis Foundation" to facilitate the processing of your request.

7.2 - Information on personal data protection in the context of further partnership prospection

The Egis Foundation, whose head office is located at 15 avenue du Centre CS 20538 GUYANCOURT 78286 Saint Quentin en Yvelines, is responsible for processing the personal data collected via the application form for the 2022 International Call for Projects. The purpose of the processing is a further partnership prospection in the context of the call for applications in the framework of the 2022 International Call for Projects. The legal basis for the processing is consent.

This processing includes in particular information relating to professional identification data and contact details of the applicant structure. The data subjects are the contacts, employees and members of the governance of the applicant organisation mentioned in the application.

The recipients are the Egis Foundation's operational team only. The data will be kept for a period of 2 years. You have the right to access your personal data, to ask for it to be corrected in case of error or to be completed, to ask for it to be deleted, to ask for its processing to be limited, to ask for it to be ported, to object to its processing, and to define directives concerning the fate of your data after your death. To exercise your rights, or for any information on this system, you can contact our data protection officer by writing to fondation.egis@egis.fr; please enclose a copy of both sides of your identity document (identity card or passport) and specify the subject "RGPD - Prospection appel à projet Fondation Egis" to facilitate the processing of your request.