

Funding guidelines

December 2019

1) Objectives

The charitable foundation URBIS FOUNDATION supports projects in the area of renewable energies (solar electricity, solar thermal, biomass).

Sponsorship is offered to projects promoting access to environmentally friendly energy in regions lacking a large-scale energy supply. The renewable energy projects should be implemented in one of the following areas: health care, education, solar institutions as well as agriculture. Moreover, the project should also create sustainable value for the target groups. Thus, projects are supposed to contribute to the protection of the environment, create value and increase the region's well-being.

It is furthermore desired that the support of renewable energies should be linked with promoting women and gender equality. In addition, projects should be designed as efficiently and with as little follow-up costs as possible, and its results be easily reproduced and disseminated.

Focus regions are: Sub-Sahara Africa (especially East Africa) and Eastern Europe.

2) Eligibility criteria

- a) Submitted funding projects must align with the objectives of URBIS FOUNDATION.
- b) The proposed projects have to be in the requested geographical areas.
- c) Sponsorship is offered to projects implemented by non-profit organisations, facilities and corporations. The non-profit status must be certified prior to the contract conclusion, fulfil the legal requirements by the country of origin and align with the German legal non-profit requirements. Associations without legal capacity (initiative groups and others) as well as facilities without non-profit status (companies) can only apply for sponsorship in cooperation with non-profit status organisations. In this particular case the non-profit organisation would be the applicant and beneficiary for URBIS FOUNDATION.
- d) The applicant must be professionally, staff-wise and organisationally able to plan, implement and report on the proposed project.

- e) The applicant should have experience with the renewable energy technology implemented in the proposed project.

3) Application

Applications can be submitted once a year via E-Mail to info@urbis-foundation.de. The time frame for submission is open from 15.08. until 30.09. every year. The first 30 applications received will be evaluated. As soon as this quota has been fulfilled, a notification will be published on the website of URBIS FOUNDATION.

Applicants are expected to submit the duly completed application form, a coherent financial plan, and, if available, a project plan. Only applications using the correct templates provided by URBIS FOUNDATION will be evaluated (application form and financial plan). These templates can be downloaded from the URBIS FOUNDATION website.

URBIS FOUNDATION evaluates incoming applications based on these funding guidelines. The decision on funding approval will be communicated within two months following the application deadline. Financial aid will be granted subject to sufficiently available means.

4) Conditions for granting of funds

The essential requirements for approval of funding for submitted project proposals are presented below:

- a) Projects supported must be completed within two years' time.
- b) The implementation of the activities planned in the project can be planned with a budget of up to a maximum of 10.000 €, including the contribution to be made by the applicant. The activities can also be part of a larger project.
- c) The completed form as well as the proposed financial plan must be submitted to URBIS FOUNDATION. Further proposed third party resources from public authorities or private investors must be disclosed. It will be expected that the applicant contributed own funds. These own funds can only partially be covered by work performance.
- d) Projects are allowed to begin with funding approval. Funding for new elements or reissued project proposals is possible.
- e) Operating expenditure and staff costs together should not exceed 25 % of the total project cost.
- f) The project sustainability as well as the financing of all additional costs after the end of the project must be described in the proposal.

- g) The consistency of the project proposal and the requirements of the target group must be evident.

5) Requirements for project implementation

The following aspects must be considered for the project implementation:

- a) Project partners need to hand in an interim report as well as material for public relation work.
- b) Project partners must present a technical and a financial report 6 weeks after the end date of the project. URBIS FOUNDATION is entitled to demand further receipts if necessary.
- c) The applicant agrees to facilitate visits at the project site for URBIS FOUNDATION.
- d) The sponsorship through URBIS FOUNDATION must be presented on the website of the applicant as well as in all other relevant publication channels. Moreover, URBIS FOUNDATION is entitled to its own publications on the funded projects.
- e) Should the logic or the orientation of the project change profoundly, the partner organisation is obliged to submit a change request. URBIS FOUNDATION reserves the right of repayment if profound changes have occurred without previous submission of such change request.

Chairman

Foundation council