
CALL FOR PROJECT 2023

LIST OF QUESTIONS

You can answer to this call for project in English, French or Spanish.

ELIGIBILITY PART

Eligibility criteria

- Is your NPO a structure of general interest eligible to the French Patronage System?
 - o For your structure to be of general interest according to the French Patronage System, it must meet the following criteria:
 - It is a non-profit organization.
 - It is a disinterestedly run organization.
 - It is an organization that does not conduct profit-making activities as its main activity and is therefore exempt from commercial taxes.
 - It does not act for the benefit of a limited circle of people
 - It conducts an educational activity within the meaning of the French General Tax Code.
 - For NPOs outside Europe only: it conducts humanitarian actions i.e., actions required to meet the essential needs of populations in situations of distress or misery and to contribute to their social integration.
 - o Please find attached our self-evaluation grid for general interest and our template of Declaration of General Interest that we need you to fill out and sign
- Self-evaluation grid for general interest character
- Certificate of general interest
- Signed by-laws of the NPO
- List of board members
- If applicable, please specify the registration number of your non-profit organization
- Will the project benefits to the education of children aged 0 to 8 from very precarious economic situation?
- Who are the direct beneficiaries of the project
 - o Children aged 0 to 8 / Families / professionals of education / other (precise then)
- Will the project be executed close to a bioMérieux site?
 - o By close to a bioMérieux site, we understand that the journey back and forth to the project site can be made in one day by car or public transportation
 - o If yes, which site is located close to?
- The name of the project you apply for:
- Have you identified a team member at bioMérieux to sponsor and follow-up on your project?
- Your project partner at bioMérieux

Yes/No question
Single line answer
Multiple lines answer
Single choice list
Multiple choice list
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- Add his/her work site
- Will your project start on July 1st, 2024, at the latest?

Project selection and follow-up

- *The endowment fund supports emergency actions or humanitarian actions required to meet the essential needs of populations in distress or misery and to contribute to their social integration. The actions that meet essential needs of populations in distress or misery are defined by the French law as actions which have their main purpose to:*
 - *meet the health needs of populations in distress [...].*
 - *provide the populations concerned with aid to improve their housing conditions.*
 - *provide them with the basic elements of education essential for their social integration: actions in favors of the protection and development of the child, literacy, schooling, as well as actions in favor of people with disabilities.*
 - *Actions that contribute to the protection of the rights of minorities [...].*
 - *Actions which aim to promote women's rights.*
- *The endowment fund defines and controls the program from France, directly finances the actions undertaken, and via the reporting conducted, the details of which are proposed below, is able to justify the expenses incurred to fulfill the mission.*
- *If your project is selected, you will have to do a close follow-up of the project.*
- *The follow-up of a project must be made between the nonprofit organization (NPO) and the project partner (aka the bioMérieux sponsor that supported the project in the call for projects). This task is composed of four distinct phases:*
 - *First review at the start of the project: it is an assessment of the initial situation and the description of activities and KPIs that will be followed during the entire duration of the project.*
 - *Quarterly reviews: they are updates made every quarter on each activity and related KPIs.*
 - *Annual review: it is a complete assessment of the project through the year and of the budget use.*
 - *Final assessment: it is a complete assessment of the project, its impact, and its financial aspects. Please note that we would really appreciate that you realize at the end of your project a survey of the beneficiaries, where you will ask them what they thought of the project and whether it had a meaningful impact on their life.*
- *Each step must be registered in the secure online platform made available to the NPO by the Endowment Fund. The NPO must connect on the platform and fill in the information to ease the follow-up on its project.*

APPLICATION FORM

Your NPO

- Name of the NPO
- Address
- Organization's web address
- Social media presence

Yes/No question
 Single line answer
 Multiple lines answer
 Single choice list
 Multiple choice list
 Upload document

- Number of employees and number of volunteers if applicable
- Did your NPO already applied for this 2023 call for projects? (non-eliminary)
- Identity of the person applying for the project
 - o *The person in charge of the applications and partnerships of your organization*
 - o Title
 - o Last name
 - o First name
 - o Role in the NPO
 - o Contacts
- Point of contact for the project within the organization
 - o *The person that would oversee the following up process within your organization if your project is selected*
 - o Title
 - o Last name
 - o First name
 - o Role in the NPO
 - o Contacts

Your NPO's history and mission

- Your organization's vision, mission, values
- The number of years of experience your organization has in conducting such projects
- When was the organization created?
- Tell us how it started
- Most recent annual report

Your project

- In which country will the project be executed?
- In which region/city?
- Please summarize the project you apply for (be precise and concise)
 - o *What is the objective of the project, who are the beneficiaries, what is the expected impact, where will it take place...*
- What are the priorities addressed by your project?
 - o Socio-emotional development / fundamental learnings / school support / access to education / child protection / training of professionals / inclusion program / parenting support / gender equality / other
- What is the local context?
 - o *Why was the project launched? What is/are the need(s) that was/were observed on the field? How was the project conceived?*
- What is the objective of the project and what will be the activities implemented to achieve this objective?

Yes/No question
 Single line answer
 Multiple lines answer
 Single choice list
 Multiple choice list
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- Please precise how and by who the activities will be deployed
- Explain why the beneficiaries are in a very precarious economic situation?
- Who are the children benefiting from the project?
How do you target the beneficiaries of the project?
- What are the short-term expected impacts of the project?
 - At the end of the project, what will be the expected number of direct and indirect beneficiaries, what will be their benefits? how the local situation will have changed?
- What are the long-term expected impacts of the project?
 - What will be the effects of the project on the life of the beneficiaries, on their families/communities...?
- How will the impact of the project be monitored?
 - what are the indicators that you will monitor to follow the global impact and the different activities of the project
- Please provide a timeline for the project deployment for all its duration
 - Monthly or quarterly activity schedule
- Project dates
 - Start date
 - End date
- What is the future of the project after the funding (perspectives)? How to convert it into long-term actions?
- How will the project be able to involve bioMérieux employees locally, on an ad hoc basis?
 - Please provide some examples – details needed.
- Is your project built to be easily duplicated and executed elsewhere?
- Will the project be executed in conjunction with local partners?
 - If yes, what will be the role of the partners you mentioned?
- Would you say your project is innovative and why? Detail the innovation (approach, targeting, tools...)
 - This question is not eliminatory
- Please detail your current or future teams' profiles
- Video with the Project Partner(s) presenting the project
 - This video must be made **BY** the bioMérieux team member(s) willing to sponsor the project. The bioMérieux sponsor(s) should briefly present the project, explain why the Endowment Fund should support it and share his/her/their motivation to follow-up on it if it is selected. The video must not last more than 2 minutes.

Budget of your NPO

- Please specify currency
- Annual budget of your NPO

Three years ago,	Two years ago,	Last year
Amount in local currency	Amount in local currency	Amount in local currency

Yes/No question
 Single line answer
 Multiple lines answer
 Single choice list
 Multiple choice list
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- Please note that the annual amount requested to the Endowment Fund cannot represent more than 50% of your annual budget
- Financial statements in the past three years (including balance sheet + P&L + notes)
- Global budget of the NPO in the past three years

Project budget

- Project budget

Specify the nature of the expenditure (example: equipment purchase)

Direct expenses related to the project (training, travel, equipment, human resources, investments, share of premises allocated to the project, current costs)

Indirect expenses (HR, others)

Direct expenses linked to the project	Year 1	Year 2	Year 3	Total
Multiple lines answer	Amount	Amount	Amount	Amount

Indirect expenses linked to the project	Year 1	Year 2	Year 3	Total
Multiple lines answer	Amount	Amount	Amount	Amount

Total Project Budget	Year 1	Year 2	Year 3	Total
	Amount	Amount	Amount	Amount

- You can also upload your project budget here

Project Funding

- Other funding sources

Name of the structure	Total
Single line answer	Amount
Total	Amount

- Percentage of other funding on the project budget
- What other private or public donors have you or will you contact for this project?
- Amount requested from the bioMérieux Endowment Fund for up to 1 to 3 years
- Our support will be between 30.000€ and 200.000€ over 3 years, maximum

Year 1	Year 2	Year 3	Total
Amount	Amount	Amount	Amount

Yes/No question
 Single line answer
 Multiple lines answer
 Single choice list
 Multiple choice list
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- Percentage of project budget covered by the fund
 - o *The Endowment Fund can fund between 10 to 80% of the project budget*

Compliance

- Is the organization an existing or potential customer of bioMérieux?
- If yes, please describe the relationship
- Is the organization linked with a government official?
- If yes, please provide name, position, and relationship details
- Is this donation to support a public awareness campaign about healthcare topics?

Supporting documents

- Template of the financial support agreement
- Any other document
- By applying, I confirm that all the information entered is true, I confirm that I agree to the conditions mentioned above, and I agree, if selected, to realize the follow-up process as described in the application form.

Yes/No question
Single line answer
Multiple lines answer
Single choice list
Multiple choice list
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