



**FOUNDATION**  
BOUYGUES CONSTRUCTION

# 2026 Call for Projects presentation and User guide of the submission platform

**BOUYGUES  
CONSTRUCTION**

**BUILDING FOR LIFE**

# Our mission: access to education for all and knowledge transfer

**1. Remove barriers to access education**



**3. Fight against school failure and dropout**



**5. Support education professionals, particularly teachers, in the practice of their profession**

**2. Promote the acquisition and consolidation of fundamental knowledge**



**4. Support young people in their school career and towards professional integration**



# 1 Terms and conditions of the Call for Projects

# Call for Projects

**Number of supported projects:** 12 projects

## Mission

Access to education for all and knowledge transfer

## Territory

France and international  
(countries where the Bouygues Construction Group is established)

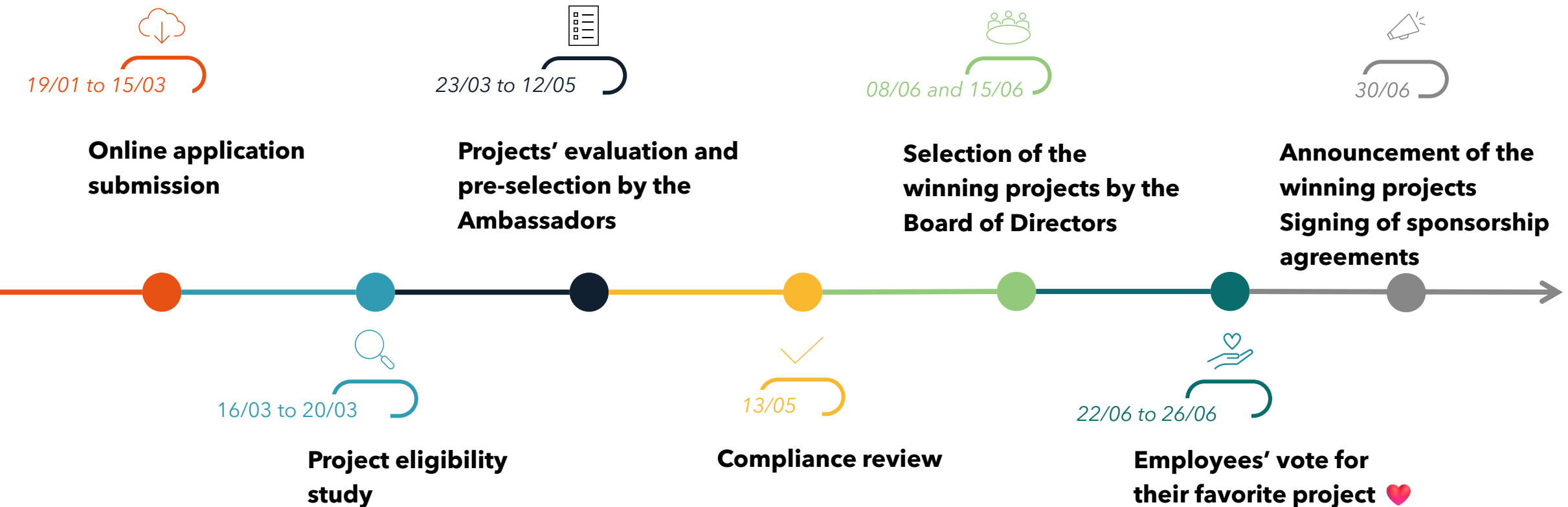
## Amount

**€300,000 in 2026**

**€280,000** allocated by the Foundation Board of Directors among the **12 winning projects** (grant amount between €10,000 and €50,000), including **2** 2025 winning projects

**€20,000** allocated by the employees among their **5** favorite projects during a vote ❤️

# Calendar of the 2026 Call for Projects





# Eligibility criteria

## What type of projects?

- Projects aligned with the Foundation's mission for **education and knowledge transfer**
- **Projects sponsored by one or several Bouygues Construction Group employee(s)** located near the project
- Projects located in a country where **Bouygues Construction is established**
- Grant amount requested from the Foundation ranging **between €10,000 and €50,000**
- **The application and the documents** submitted must be written in **either French or English**.
- **The application submitted to the Foundation must be complete.**

**All eligibility criteria are mandatory and non-negotiable.  
Failure to comply will result in the rejection of the application.**

## What type of organisations?

- Association, foundation, or endowment fund → **non-profit and of general interest + eligible to sponsorship**
- **Apolitical and non-religious** organizations and projects
- Organizations with a minimum of 2 years of existence, capable of presenting **2 years of certified accounts**
- **No conflict of interest** with Bouygues Construction or any of its entities, and with the sponsor employee (cf. [MP03 Practical Guide - Ethics and Compliance](#), section "Patronage and Sponsorship", pages 30 to 36)
- For organizations with headquarters **outside the European Union**: projects must have **a humanitarian nature** benefiting people in a situation of emergency, distress or poverty.

For organizations with headquarters **outside the European Union**: **contact the Foundation team before submitting the application** to verify its eligibility.

# Exclusion criteria

## Which criteria?

- **Personal/individual** projects
- **Awareness** projects
- **One-time** events
- Humanitarian **trips** and school trips
- Financing of **overhead costs** (rental, insurance, utilities, various subscriptions...)
- Financing of the **salaries of employees** who are **not working on the project**



**All exclusion criteria are non-negotiable.**

**Failure to comply will result in the rejection of the application.**

# Evaluation and selection criteria

## Relevance of the project

Aligned with the Foundation's mission,  
Consistent with the local territorial context.

## Quality of the project

Complete file in French or English,  
Actions aligned with the project's objectives,  
Clearly defined and structured project's timeline.

## Feasibility of the project

Balanced and coherent projected budget,  
The organization has the necessary means and resources.

## Impact of the project

The number of beneficiaries is consistent,  
The project is subject to regular and rigorous monitoring (evaluation process).

## Seriousness of the organisation

Recognized organization,  
Similar past actions with positive results,  
Stable funding capacity.



# Sponsors' commitments

## *Before and during the project review process*

- **Assisting the organization in submitting the project** online on the dedicated platform
- **Acting as an intermediary** between the organization and the Foundation
- **Vouching for the organization's seriousness**

## *After the selection of the project and until its completion*

- **Supporting the sponsor organization** in every possible way to ensure the project's implementation
- **Ensuring the monitoring and evaluation of the project** alongside the Bouygues Construction Foundation team, notably by sending the Foundation reports and proofs of fund utilization
- **Acting as an intermediary** between the organization and the Foundation: informing the Foundation of the project's progress and organized events, sending photos of the project and communication content, etc.
- **Alerting the Foundation in case of any problems or difficulties** encountered by the organization

# How are the winning projects monitored?

## 1. Drafting and signing of the grant agreement

(between July and September)

## 3. Project monitoring and justification of the use of funds

For each payment received, the organization must:

- provide **financial supporting documents** (invoices, payroll records, etc.) demonstrating that expenditures comply with the agreement;
- complete an **intermediary progress report** (template provided by the Foundation) describing the progress of the project.

⚠ Each payment is conditional upon full justification of the previous payment.

## On-site monitoring throughout the project

In addition to administrative monitoring:

- the **employee sponsor** maintains regular contact with the organization, visits the project and acts as an intermediary with the Foundation;
- the **Foundation team** and **Ambassadors** may visit the project on site whenever possible.

## 2. Disbursement of funds to the beneficiary organization according to the schedule defined in the agreement

(end of September for the first payment)

→ For organizations based in France only: issuance of a **tax receipt** to the Foundation for each payment received.

## 4. Final report and project closure

→ The organization submits a **final report** confirming the completion of the project and its outcomes.

⚠ The project is considered completed only once all financial supporting documents and reports have been received and validated by the Foundation.

If the funds are not fully justified within a reasonable timeframe, the Foundation may request the reimbursement of the unjustified amounts.



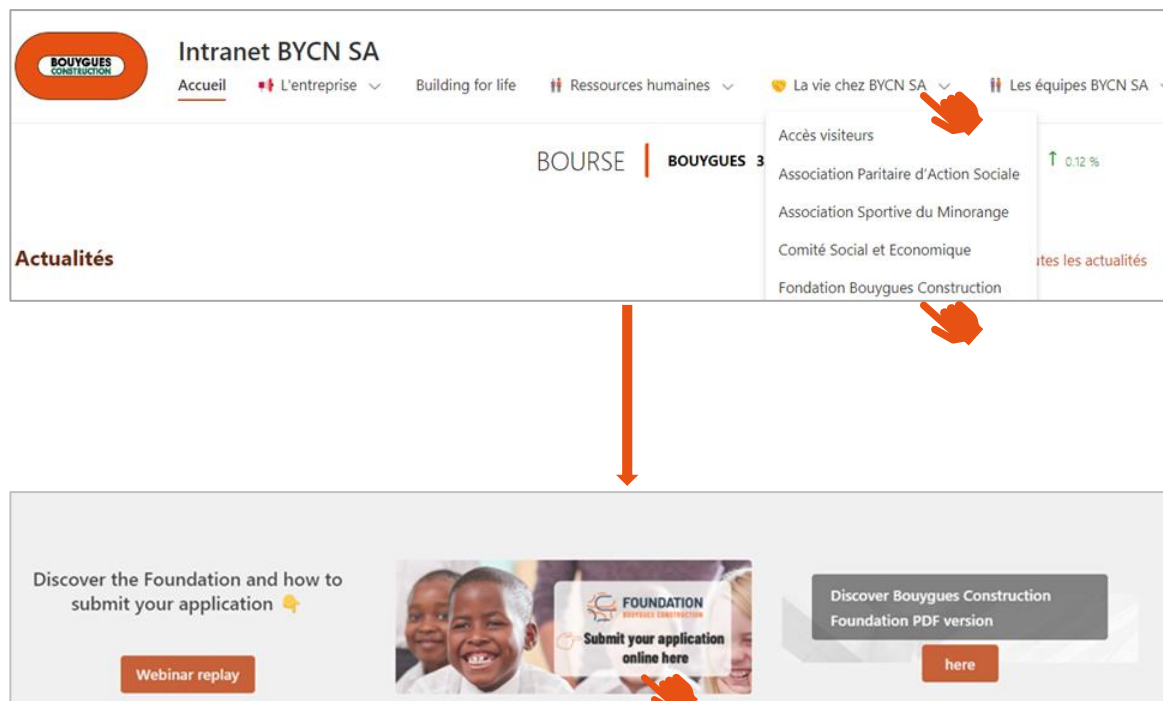
# 2 User guide of the submission platform

# What are the submission's steps?



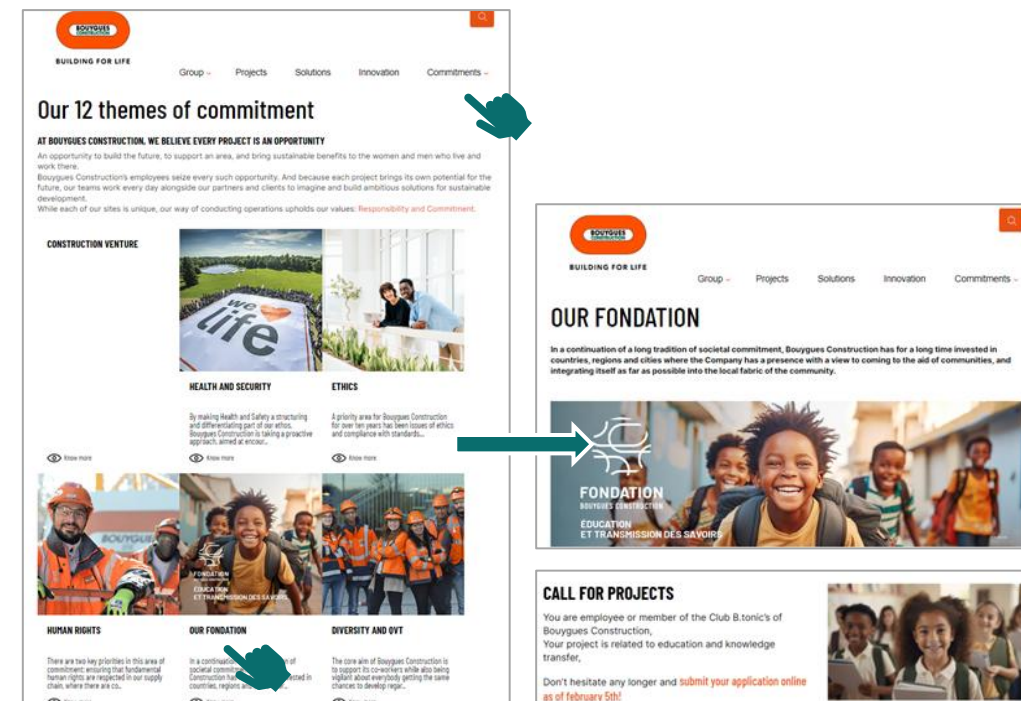
# 1. Go to the submission platform

From BYCN SA intranet



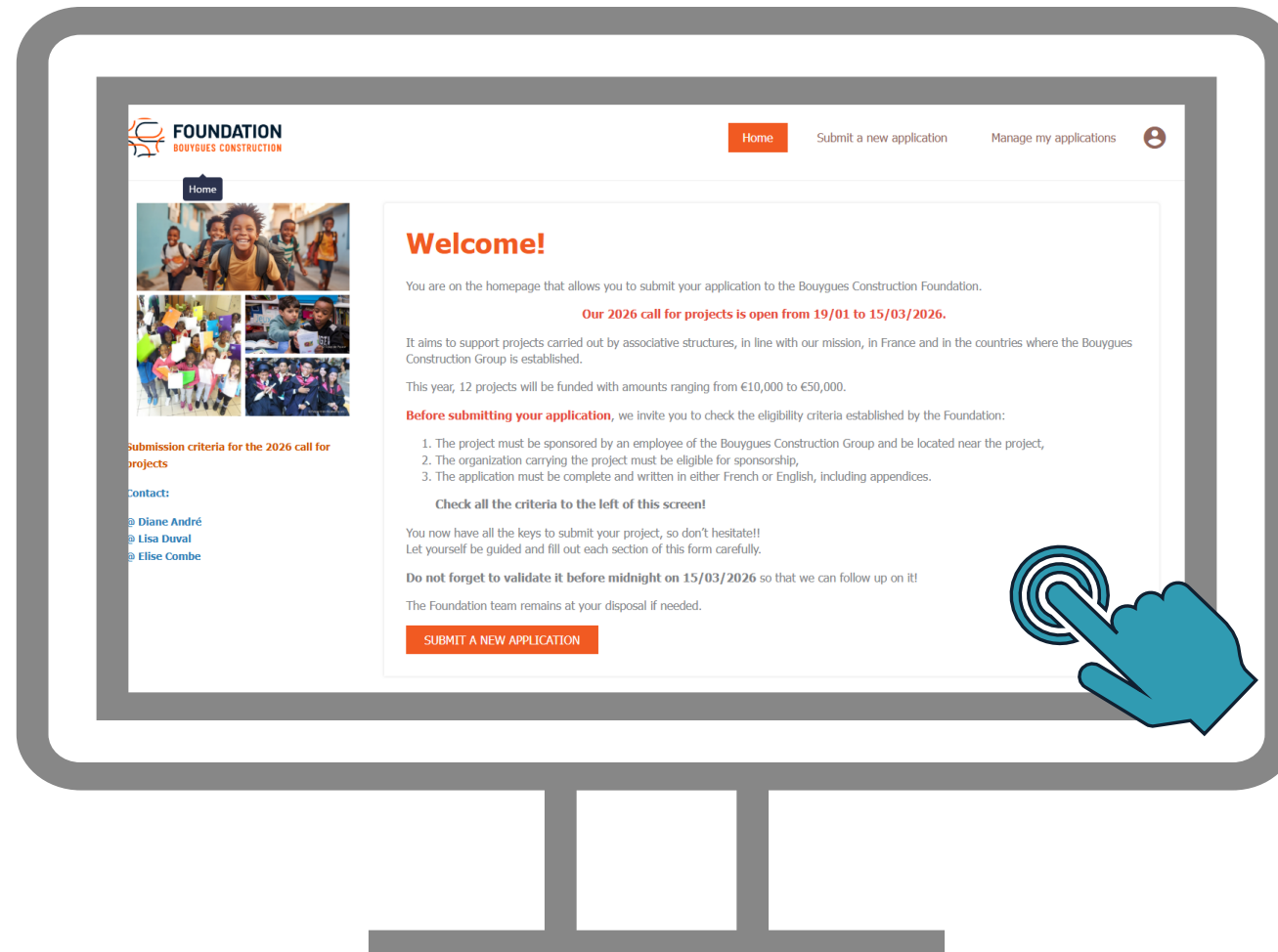
The screenshot shows the BYCN SA intranet interface. The top navigation bar includes links for 'Accueil', 'L'entreprise', 'Building for life', 'Ressources humaines', 'La vie chez BYCN SA', and 'Les équipes BYCN SA'. A dropdown menu for 'La vie chez BYCN SA' is open, showing options like 'Accès visiteurs', 'Association Paritaire d'Action Sociale', 'Association Sportive du Minorange', 'Comité Social et Economique', and 'Fondation Bouygues Construction'. An orange arrow points from the 'Fondation Bouygues Construction' link to a banner at the bottom. The banner contains the text 'Discover the Foundation and how to submit your application' with a 'Webinar replay' button and a 'Submit your application online here' button. Another orange arrow points to the 'Submit your application online here' button.

From BYCN website



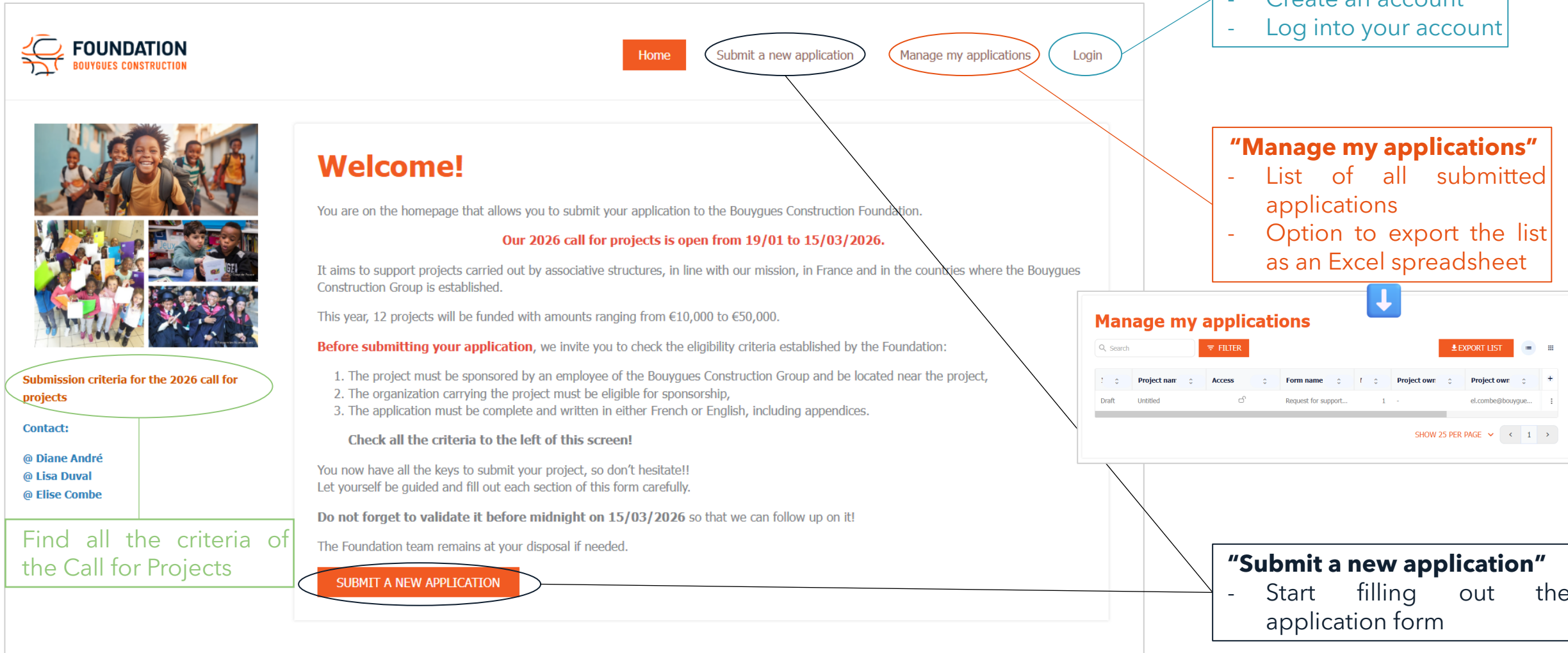
The screenshot shows the BYCN website. The top navigation bar includes links for 'Group', 'Projects', 'Solutions', 'Innovation', and 'Commitments'. A green arrow points from the 'Commitments' link to the 'Our 12 themes of commitment' section. This section features a grid of 12 themes: Construction Venture, Health and Security, Ethics, Human Rights, Our Foundation, and Diversity and DVT. A green arrow points from the 'Our Foundation' theme to a banner at the bottom. The banner contains the text 'OUR FOUNDATION' and 'FONDATION BOUYGUES CONSTRUCTION EDUCATION ET TRANSMISSION DES SAVOIRS'. Below this, a 'CALL FOR PROJECTS' section is visible, with a green arrow pointing to the 'Submit your application online here' button.

# 1. Go to the submission platform





# 1. Go to the submission platform



**FOUNDATION BOUYGUES CONSTRUCTION**

Home Submit a new application Manage my applications Login

**Welcome!**

You are on the homepage that allows you to submit your application to the Bouygues Construction Foundation.

**Our 2026 call for projects is open from 19/01 to 15/03/2026.**

It aims to support projects carried out by associative structures, in line with our mission, in France and in the countries where the Bouygues Construction Group is established.

This year, 12 projects will be funded with amounts ranging from €10,000 to €50,000.

**Before submitting your application**, we invite you to check the eligibility criteria established by the Foundation:

1. The project must be sponsored by an employee of the Bouygues Construction Group and be located near the project,
2. The organization carrying the project must be eligible for sponsorship,
3. The application must be complete and written in either French or English, including appendices.

**Check all the criteria to the left of this screen!**

You now have all the keys to submit your project, so don't hesitate!!  
Let yourself be guided and fill out each section of this form carefully.

**Do not forget to validate it before midnight on 15/03/2026** so that we can follow up on it!

The Foundation team remains at your disposal if needed.

**SUBMIT A NEW APPLICATION**

**"Login"**

- Create an account
- Log into your account

**"Manage my applications"**

- List of all submitted applications
- Option to export the list as an Excel spreadsheet

**Manage my applications**

↓

Search FILTER EXPORT LIST

|       | Project name | Access | Form name              |   | Project owner | Project owner        |  |
|-------|--------------|--------|------------------------|---|---------------|----------------------|--|
| Draft | Untitled     |        | Request for support... | 1 | -             | el.combe@bouygues... |  |

SHOW 25 PER PAGE < 1 >

**Submission criteria for the 2026 call for projects**

**Contact:**

- @ Diane André
- @ Lisa Duval
- @ Elise Combe

**Find all the criteria of the Call for Projects**

**"Submit a new application"**

- Start filling out the application form

## 2. Create an account

### Identification

#### Sign in

If you already have a Bouygues Construction Foundation user account, enter your email address and password below.

Email:

Password:

[Lost password?](#)


#### Create a new account


Create a user account in order to submit an application.


Email:

Password:

Confirm password:

☐ I'm not a robot  
reCAPTCHA is changing its terms of service. [Take action.](#)

reCAPTCHA Privacy - Terms

- ✓ Create your account with a valid email address
- ✓ Receive an email to confirm your email address (**the link is valid for 1 hour**) 



Please verify your email address

An e-mail has been sent to **elisec24178@gmail.com** with an activation link to complete your registration. The link will expire in 1 hour.

If you don't see it, make sure to **check your spam folder**.

[BACK TO LOGIN](#)

- ✓ Log into your account

# 3. Invite the organization

Once you are logged in:

SUBMIT A NEW APPLICATION



## 1 Employee Bouygues Construction

**Warning:**

The sponsor must be an employee of the Bouygues Construction Group and must be less than 2 hours from the project.

### Main employee information

Last name \*

First name \*

Phone number \*

E-mail address \*

Which company in the Bouygues Construction Group \*

Country \*

## Grant request form

- 1 Employee Bouygues Construction Group
- 2 Beneficiary organisation holding the project
- 3 Project
- 4 Summary

MANAGE INVITATIONS

Submission criteria for the 2026 call for projects

Contact:

@ Diane André  
@ Lisa Duval  
@ Elise Combe

## Manage invitations

This interface allows you to ask other people to help you complete your form. You can invite several people and limit their access to a part of your form.

INVITE A CONTRIBUTOR

## Contributor

E-mail address of the contributor to invite:

Language of the contributor

English

Allow the contributor to see and complete the following steps

☐ Employee Bouygues Construction Group

☐ Beneficiary organisation holding the project

☐ Project

☐ Summary \*

Access rights to the selected screens

Full access

INVITE THIS CONTRIBUTOR

Email address of the contributor who will receive a link to access the application

Selection of the contributor's language (French or English)

Selection of the sections of the form that the organization must fill out

Choice between full access rights (can edit) or read-only access (can view)

✓ You can modify the contributor's settings at any time and revoke their access.

## 4. Fill out the sections of the form

### This is your section

Your contact information, why you wish to submit this project, how you plan to ensure the project's follow-up...

### These are the two sections of the organization

**"Organization" section:** its contact information, its mission, its areas of activity, its needs in terms of employee engagement

**"Project" section:** context, description, beneficiaries, project's schedule and budget


### This is the summary of your responses

A summary including all responses to the form; all contributors have access to it.

**Grant request form**

- 1 Employee Bouygues Construction Group
- 2 Beneficiary organisation holding the project
- 3 Project
- 4 Summary

## 5. Finalize the application

Once you and the contributor(s) have completed the form, you can “Validate and send”   
These buttons appear at the end of the final section of the form “Summary.”



You can exit the form at any time and save it as a draft. However, make sure to click on “Save and exit” to avoid losing your progress.

*Don't forget to confirm your request by clicking "validate and send"!*

PREVIOUS SCREEN

VALIDATE AND SEND

SAVE AND EXIT

 Before submitting the form, please **check** that all questions have been completed, that the responses are correct, and that **no required documents are missing**.  **Any incomplete application will be rejected.**

# 3

## Application form: *Clarifications and expectations*



# 1. "Employee" section

## 1 Employee Bouygues Construction Group

### Warning:

The sponsor must be an employee of the Bouygues Construction Group or a member of Club B.tonic's (Bouygues Construction retirees' association) and must be less than 2 hours from the project, to facilitate follow-up.

### Main employee information

Last name \*

First name \*

Phone number \*

E-mail adress \*


Which company in the Bouygues Construction Group do you work for? \*

Country \*

City/Town \*

Your contact information

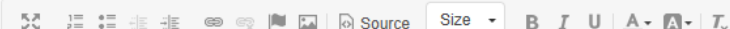
In a few words, please explain why you would like to propose this project? \*



How did you get to know the organization? What are your motivations for becoming the sponsor of this project? Why are the organization's mission and the project's objective important to you?

Characters: 0/2000

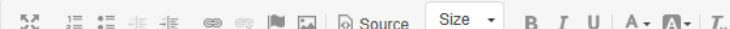
How do you plan to follow up on this project? \*



Describe the actions you plan to implement - or have already implemented - as part of the project and its follow-up. How do you plan to act as an intermediary between the organization and the Foundation?

Characters: 0/2000

Do you have the possibility of volunteering your skills? If so, please give more details. \*



Specify all skills-based volunteering activities you have already carried out, as well as those you plan to undertake, if applicable

Characters: 0/2000

# 1. "Employee" section

**What is your link with the organisation? \***

☐ You are a Board member and / or an administrator

☐ You are a salaried employee

☐ You are a volunteer

☐ One of your family members is a salaried employee

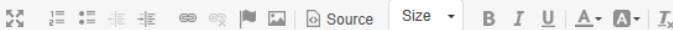
☐ One of your family members is an administrator / a Board member or a volunteer

☐ One of your family members is a beneficiary of the submitted project

☐ Other link

☐ No link

**Free comments on your link with the organisation**

 Size  B I U A- A+ Ix

If you have selected "Other link", please specify the nature of your link with the organization.  
In the other cases, you can complete your response if necessary.

Characters: 0/2000

Confirms the absence of any conflict of interest between you and the organization leading the project


(cf. [MP03 Practical Guide - Ethics and Compliance](#), section "Patronage and Sponsorship", pages 30 to 36)

# 1. "Employee" section

**Declaration of no conflict of interest**

Complete the "**Declaration of no conflict of interest**" template and attach it to your application using the "Download" button below.

Absence of conflict of interest declaration

  
Drag files to this area to upload  
or  
**BROWSE FILES**

**Is another employees involved in this project? \***

☐ No

☐ Yes

**NEXT SCREEN**  
\*Required field

**SAVE AND EXIT**

Download and fill out the declaration of no conflict of interest and attach it to the form - it is absolutely required for the application to be considered complete.

If other employees are involved in this project, please specify this, and also attach a signed declaration of no conflict of interest in their name.

## 2. "Beneficiary organization holding the project" section

This section, to be filled out by the organization, contains the contact information of the organization and its legal representative.

If the headquarters of the organization are located outside the European Union, the organization **must submit a project of a humanitarian nature**, meaning that the project must demonstrate a situation of emergency or poverty.

### Identity of the organisation

#### Name of the organisation \*

*This is the name of the organisation that will receive the funds if the project is supported.*

#### Legal status \*

#### Your organisation is of general interest \*

*3 conditions required: not-for-profit activity, no financial benefit for the management of the association and wide range of beneficiaries*

☐ Yes

☐ No

#### Your organisation can issue tax receipts \*

☐ Yes

☐ No

#### Your organisation's head office is outside the European Union \*

*If your organisation's head office is outside the European Union, then the project submitted must be humanitarian in nature: emergency actions to meet the essential needs of populations in distress or poverty, with a view to fulfilling the Bouygues Construction Foundation's mission to promote education and knowledge transfer.*

*Depending on the country, humanitarian projects require an in-depth study of the local context by the Foundation team.*

☐ Yes, my organisation is based outside the EU and the project submitted is of a humanitarian nature.

☐ No, my organisation has its head office in the European Union

#### Date of creation \*

DD/MM/YYYY



#### Registration number of the organisation \*

#### Address of the organisation \*

#### Post code \*

#### City/Town \*

#### Country \*

#### Website of the organisation

#### Phone number \*

#### Identity of the legal representative of the organisation

#### Last name \*

#### First name \*

#### Position \*

#### Phone number \*

#### E-mail address \*

This must correspond to the legally responsible person, usually the president of the organization.

## 2. "Beneficiary organization holding the project" section

### Presentation of the organisation

What is the organisation's main mission? \*

The mission must be clearly stated, "the organization's mission is to..."

Characters: 0/2000

What are your organisation's main activities? \*

Briefly describe the organization's main projects and the actions carried out

Characters: 0/2000

Does your organisation work with local authorities, other associations, etc? \*

Specify the organizations with which the organization collaborates as part of its projects and activities (the State, local authorities, municipalities, other associations and partners, etc.)

Characters: 0/2000

Number of employees current year \*

Number of volunteers current year \*

Number of beneficiaries supported per year \*

Number of projects/programmes carried out per year \*

What are your needs in terms of employee involvement? \*

(Skills volunteering, donations...)

What are the organization's needs in terms of skills-based volunteering?


Characters: 0/2000

## 2. "Beneficiary organization holding the project" section

**! Any missing document will result in the rejection of the application.**

### Documents to upload

#### Certificate of registration for your organisation \*

  
 Drag files to this area to upload  
 or  
[BROWSE FILES](#)

#### Statutes of your organisation \*

The statutes must be official and complete.

 or  
[BROWSE FILES](#)

#### List of board of Directors of your organisation \*

An up-to-date and official list of members; the legal representative must appear on it.

 or  
[BROWSE FILES](#)

#### Balance sheet and income statement for 2024 and 2025 of your organisation \*

*Download the latest statutory auditors' report.*

Balance sheets and income statements must be complete; Excel files in which expense items are not detailed will not be accepted.


[BROWSE FILES](#)

#### Provisional budget for 2026 of your organisation \*

The budget must be complete and balanced ("income=expenses"); it must include sufficient detail to assess the organization's financial capacity.

[BROWSE FILES](#)

#### Last annual report \*

  
 Drag files to this area to upload  
 or  
[BROWSE FILES](#)



# 3. "Project" section

3 Project

Project identification and contact information of the project manager

Project Identification

Name of the Organisation \*

Project location

The project must be located in a country where the Bouygues Construction Group is established.  
The sponsor of your project must be able to travel to the project site.

Country \*

City/Town \*

Project management

Details of the person responsible for the project

Name \*

First Name \*

Phone number \*

Email Address \*

Project context

What are the needs of the local area? \*

Economic context of the country and region, local needs, needs assessment carried out among the population...

2000 remaining characters

How does the project meet local needs? \*

Is the project relevant to the territory, and how does it intend to address local needs?

2000 remaining characters

Project description

Describe the project, its objectives and its impact in a few lines. \*

Begin your description with: 'The project consists of...', 'The project aims to...', 'Its expected impact on beneficiaries is...'

The project must be clearly stated, "the project consists of..."

2000 remaining characters

What actions are in place? \*

Describe the actions that will be carried out as part of the project (for example: construction of a school involving the use of raw materials such as concrete...)

2000 remaining characters

What means are used to carry out these actions? \*

Human resources, technical resources, materials and equipment..

Human, material, financial, technological resources used...

# 3. "Project" section

Permits / authorizations must imperatively be uploaded at the end of the questionnaire.

**In the case of a construction project, all locally applicable construction permits are granted \***

☐ Yes, I will upload the documents in the free download area by the end of the form

☐ Partially, I will upload the documents that are in my possession in the free upload area by the end of the form

☐ No I don't have the permissions

☐ No, my project does not require any authorization

**Project beneficiaries**

**Who are the beneficiaries of the project? \***

*Specify the number, profile and age range of beneficiaries involved in the project.*

Describe the type of beneficiaries, their number, how they benefit from the project...

Characters: 0/2000

**Project schedule**

**Start date \***

DD/MM/YYYY

**End date \***

DD/MM/YYYY

**Main stages of the project**

*Outline the main stages of the project, if possible indicating the planned dates.*

Establish the project's timeline; as a reminder, the timeline determines the schedule for fund disbursements and must be consistent with the implementation of the project.

Characters: 0/2000

**Project budget**

| Total amount of the project in euros (€) * | Amount requested in euros (€) from the Bouygues... |
|--|--|
| €  | €  |

### 3. "Project" section

#### Upload the project budget \*

*Budget template: download it, complete it and upload it*

The budget must be completed using the downloadable template; it must be balanced and sufficiently detailed.

BROWSE FILES

#### Upload areas

##### Upload expense receipts

*Documents used to justify budget expenditures: estimates, orders...*

If the project involves service provisions, please attach the invoices or quotations.

or

BROWSE FILES

##### Free upload space

*This space allows you to add additional information and elements that you consider useful for the understanding of the project (construction permits, other legal documents, video, photos, presentation, etc.).*

Upload any additional supporting documents that may strengthen the application

or

BROWSE FILES

**THANK  
YOU**



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