

TERMS AND CONDITIONS OF THE 14th INTERNAL CALL FOR SOCIAL PROJECTS KONECTA FOUNDATION

1. PRESENTATION

Fundación Konecta opens the **14th Internal Call for Social Projects 2024** presented by **Konecta employees**, in collaboration with a social entity to which they are linked.

This call is aimed at social action projects of non-profit organisations, associations, social entities and foundations that are developed in the countries/localities in which Konecta is present.

The objective of this call is to promote and support social action carried out by these employees and to finance initiatives and projects that are of interest to them and with which they actively collaborate.

Each employee may submit up to a maximum of **two projects**, each of which must independently fulfil all the requirements of the Call.

The submission of an application implies the acceptance of the terms and conditions of the Call, set out in this document.

The period for submission of projects will end on **1 September 2024** at 12.00 p.m.

12 winning projects will be selected, which will be supported with a financial endowment of **5,000 euros each**. The rest of the projects, which do not win, will become part of the Konecta Foundation's project pool, which will preferably support other initiatives.

2. APPLICANTS

Applicants will be people who work at **Konecta** and who present a project in collaboration with a non-profit entity. The employee must have previously collaborated with the entity, either as a volunteer, member, user or related person and have a **real involvement with the social entity** they represent in this internal call.

Funding may be provided to projects of social entities which fulfil the following requirements:

- Be legally constituted, with legal personality and capacity to act.
- Be at least two years old, between the date of incorporation and the date of submission of application.
- Be registered in the corresponding register of associations or foundations or similar body in the country where they operate.
- Be of a non-profit nature.

- Have their registered office in Spain, Portugal, United States, Argentina, Brazil, Chile, Colombia, El Salvador, Guatemala, Mexico, Peru, Paraguay, France, Morocco, Madagascar, Belgium, Italy, Romania, Albania, Germany, Hungary, Czech Republic, United Kingdom, South Africa, Turkey and Slovakia.
- Be up to date with their labour, tax and administrative obligations with the corresponding public bodies.

3. EVALUATION CRITERIA

The collaboration requested from the Fundación Konecta **may not exceed five thousand euros (5,000 €)**, or its equivalent in local currency, nor may it exceed, in any case, **75% of the total cost of the project**.

Applicant projects will be assessed on the basis of the following:

Mandatory requirements:

- Projects must fall into one of the following categories:
 - Support labour integration, training and awareness-raising towards groups at risk of social exclusion.
 - Support social integration, the development of skills and competences, accessibility and, in short, contribute to the development and inclusion in society of people at risk of exclusion.
 - Support projects of social entities that carry out activities that, in some way, contribute to improving the society in which we live.
- Be implemented within the period from 1 January 2025 and 31 December 2025.
- On the amount requested, at least 90% shall be used for direct project costs and only 10% for management costs.
- Take place in the following countries: Spain, Portugal, United States, Argentina, Brazil, Chile, Colombia, El Salvador, Guatemala, Mexico, Peru, Paraguay, France, Morocco, Madagascar, Belgium, Italy, Romania, Albania, Germany, Hungary, Czech Republic, United Kingdom, South Africa, Turkey and Slovakia.
- Have the management structure in place that ensure the viability of the project.

Criteria for assessment:

- They should benefit people from vulnerable groups including: people with disabilities, children, young people, women in difficulty and/or victims of gender-based violence, elderly people, migrants, long-term unemployed, homeless and people with limited financial resources.
- Social impact generated in the area thanks to the development of the project.
- Technical, economic and management feasibility.
- Medium-term projection.
- Possibility that Konecta can collaborate with complementary resources (volunteering, hiring people, technology, etc.).
- Multiplier effect to obtain complementary resources or to work as a team with other public or private, national or international entities.

- Previous experience of the entity in similar projects.
- Creativity and innovation.
- High involvement of the applicant employee with the entity.
- Entities that have internal controls, external audits of accounts or quality or that develop good practices in terms of transparency.
- Organisations that have obtained awards or mentions.

4. FORM OF SUBMISSION OF APPLICATIONS

In order for the application to be considered as submitted, it must:

- 1) Fill in the form available at the [following link](#).
- 2) Include the following documentation on the application submission website:
 - **Application letter** ([Appendix I](#)) signed by the employee that submits the project and the legal representative of the applicant entity.
 - **Application form** ([Appendix II](#)), duly completed by the social entity in Word format.
 - **Annual accounts** for the financial year 2023 and, where appropriate, the corresponding auditors' report.
 - Annual **Activity report** for the financial year 2023.

The period for submission of projects will end **1 September 2024** at 12.00 p.m.

Applications submitted after the deadline or outside the established channel, or which do not comply with the terms and conditions, which contain gaps in the required documentation or whose application form has not been completed in all its sections, will be excluded from this Call.

The entities that are selected as finalists to be assessed by the final jury must submit the following additional documentation within one week of being asked for to do so, which will be requested by e-mail:

- Video summary of the project (2 minutes maximum in English or Spanish) con with the main objectives and indicators.
- Copy of the articles of association (or similar document according to the country, containing the name, aims, territorial scope and internal rules of organisation and operation of the social entity).
- Document accrediting that the entity is duly registered in the corresponding public bodies.
- Certificate of being up to date with its labour, tax and administrative obligations with the corresponding public bodies.

5. SELECTION PROCESS

Fundación Konecta will be responsible for receiving and evaluating the social projects. The selection criteria for the projects will be those set out in section three of these terms and conditions.

The decision on the final selection of the projects will be made by a jury made up of members of Konecta ExCo. The jury meeting will be held in November 2024 and the winners will be officially announced in December 2024.

6. RESOLUTION

The decision taken on the winning projects will be made public during the month of December 2024, will be final and not subject to appeal. The approved decision will be communicated to each of the participants in the call, regardless of the result, by email.

The collaboration will be formalised through the signing of an agreement between Fundación Konecta and the organisations selected as winners, in which the general aspects of the collaboration will be reflected.

Fundación Konecta reserves the right to declare the call void if it does not receive any projects or, in its own criteria, if none of the projects presented are worthy of being awarded grants.

Once the evaluation process has been carried out and the resolution of the Call has been communicated, Fundación Konecta may support any of the projects presented and not selected as winners, becoming part of the Foundation's pool of projects.

7. OBLIGATIONS OF THE ENTITIES RECEIVING AID

The beneficiary entities undertake to:

- The execution of the proposal submitted, otherwise, they will be obliged to return the amounts received, together with interest for late payment, and Fundación Konecta will be authorised to claim any damages that may have been caused.
- Inclusion of possible complementary actions such as volunteering initiatives, employment inclusion of beneficiaries in Konecta or the drawing up of a local dissemination plan jointly between Fundación Konecta, Konecta and the winning organisations.

Furthermore, with the aim of justifying the adequate technical and financial management of the projects financed, the entity receiving the funds undertakes, on completion of the project, to send the Konecta Foundation the Final Report and the Certification of Expenditure, with **1 March 2026 being the deadline for submission of the justification.**

Failure to submit the requested justifications will invalidate the organisation from applying for future calls for proposals.

The beneficiary organisations are obliged to provide any other information regarding the project and its execution that may be requested by Fundación Konecta, and in the event of non-compliance may request the return of the amounts paid.

Similarly, Fundación Konecta reserves the right, either on its own behalf or through its auditing services, to gather any technical and financial information it deems appropriate in order to verify or check the implementation of the project.

8. PRIVACY

The personal data required by Fundación Konecta are essential for the complete management of the 14th Interna Call of Social Projects Konecta Foundation.

Participation implies acceptance on the part of the worker of the processing of personal data to be carried out and his/her conformity with the Privacy Policy of Konecta Foundation.

Fundación Konecta undertakes to act in accordance with the provisions of the General Data Protection Regulation (EU) 2016/679 of 27 April and Organic Law 3/2018, of 5 December, on the Protection of Personal Data and Guarantee of Digital Rights, being responsible for the processing. Personal data will be processed from Spain and will not be disclosed to third parties.

The security measures will be applied and consents obtained that are applicable to the personal data to be processed.

You can access our full Privacy policy at www.fundacionkonecta.org.

9. INFORMACIÓN Y CONSULTAS TÉCNICAS

Monday to Friday from 9 a.m. to 2 p.m. at (+34) 610492694 and by e-mail to: convocatoriainterna@fundacionkonecta.org

Submission of applications will be carried out from the website <https://www.fundacionkonecta.org/en/present-your-project-2024/> where the necessary forms can be downloaded.