

A red banner featuring a background image of several hands stacked together. In the top left corner, there is a dark grey box containing the text 'Fondation' in a script font and 'CA INDOSUEZ' in a bold sans-serif font. On the right side, the word 'FONDATION' is written in large, bold, cyan capital letters, with dots between the 'ON' and 'DA' parts.

Fondation
CA INDOSUEZ

ENSEMBLE
POUR NOTRE FUTUR

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Fondation INDOSUEZ INTERNAL

RULES

'Fondation Indosuez call for projects'

The Indosuez Foundation was created in 2011. It is under the aegis of the Fondation de France and is intended to fund projects of public interest in favour of the social inclusion or education of vulnerable people.

The Internal Regulations below apply by default to all applications made to the Indosuez **Foundation** as part of the ongoing call for projects. Additional criteria may be added in the context of targeted and ad hoc calls for projects.

See all the projects supported at www.france.ca-indosuez.com/en/indosuez-in-france/the-indosuez-foundation in the 'Learn more' section.



I. ELIGIBILITY CRITERIA

1. Who can apply?

- Any **organisation eligible for sponsorship under the French so called “mécénat” tax regime**, i.e. not for profit and considered of public interest within the meaning of French law (see full definition below),
- Such as **association, foundation or endowment fund**,
- Carrying out a concrete project meeting well identified needs,
- Exclusively related to the Foundation's purpose: **social inclusion and education of vulnerable people**,
- **Belgium, Spain, France, Italy, Luxembourg and Portugal.**

Are eligible to the so called “mécénat” tax regime in France, structures that:

- a. **Are in the public interest***; and
- b. They are ‘philanthropic, educational, scientific, social, humanitarian, sporting, family, cultural or contributing to the development of artistic heritage, the defence of the natural environment or the dissemination of French culture, language and scientific knowledge.’

The bodies concerned must also operate in France or in the territory of the member countries of the European Union or in New Caledonia.

***Clarification of the concept of public interest**

To be recognised in the public interest, an organisation must meet the following three cumulative conditions:

- **Acting for the benefit of the greatest number of people** : the organisation must not serve private interests, provide services or help to its founders, or benefit a small group of people. The action of the association must be intended to benefit any public or any person wishing to access it;
- **Have selfless management** : the structure must be administered on a voluntary basis by people who have no direct or indirect interest in the operating result; it must not directly or indirectly allocate its profits, or be able to allocate any part of its assets to its members;
- **Be non profit** .

The applicant must also provide proof of seriousness and reliability as to its ability to carry out the project presented.



2. What are the selection criteria?

The criteria below are not exhaustive and can be discussed/adjusted by the Executive Committee according to the projects. They form a common basis for reflection and the priority criteria for choice.

- a. **Alignment with the Foundation's Philosophy :**
 - i. **Thematic** : demonstrated vulnerability of beneficiaries, a program striving for the social inclusion. This may include: Professional integration, access to care, employment, housing or education, equal opportunities, etc.;
 - ii. **Assignment of the grant** :
 1. Clear, justifiable thanks to bills, quotes or else.
 2. A one off investment with a long term impact.
 3. No recurring or operational expenditures or costs except:
 - in the start-up or spin off phase (up to 1 year after launch of the structure) such as staff costs, rents
 - in case of structural transformation projects (e.g. IT project, communication campaign, impact study...);
 - iii. **Preferences** : field project for the direct benefit of vulnerable people, human size, start-up etc..
- b. **Impact** :
 - i. **Impact width : number of people** impacted,
 - ii. **Depth of impact** : transformative or permanent nature of the impact of the project and/or structure,
 - iii. **Capacity and willingness to expand and spread through spin offs or other means.**
- c. **Bonus criteria (not eliminatory but prioritising) :**
 - i. **Innovation, niche theme,**
 - ii. **Quality of the project** : extensive and clear, responsiveness of project owners,
 - iii. **Characterisation of need** : an undeniable or growing need known or demonstrated,
 - iv. **Systemic approach** : address the issue at the root,
 - v. **The absolute need for Foundation funding (Dependency)** : is rather perceived as a positive criterion (a particular attention will be paid to assess whether the recurring costs can be financed after the launch and over the longer term).

3. Strategic Preferences

The attention of the Executive Committee will be particularly drawn to projects that present the following characteristics, these are not however redhibitory:

- a. Innovative or niche projects,
- b. Human size structures,
- c. Seed structures: Less than 3 years of existence
- d. 'Field' projects, i.e. for the direct benefit of vulnerable people,
- e. Project leaders with proven professionalism.



4. Exclusions

The Foundation does not intend to fund operating expenses (except for the start-up phase, see above), commercial projects, local authorities or individual projects.

In addition, projects concerning:

- a. Medical research/health,
- b. The organisation of holidays,
- c. One off events,
- d. Cultural exhibitions,
- e. Public bodies.
- f. Political or religious organisations.

II. APPLICATION PROCEDURE

1. Projects located in France

If you have a clear, precise project that meets the Foundation's selection criteria, we invite you to complete the pre selection file by clicking on the following link: [questionnaire](#)

To be considered complete, the application requires a number of documents (more details in the annex) to be sent to fondation@ca-indosuez.com. The applicant must complete and return the standard application file by attaching the required documents before the deadline for submission of applications, namely:

- Semester 1: January 31 for a decision of the Executive Committee in June,
- Semester 2: July 31 for a decision of the Executive Committee in December.

For further information, you can write to fondation@ca-indosuez.com.

2. Projects outside France (Belgium, Italy, Luxembourg, Spain or Portugal)

If you have a clear, precise project that meets the Foundation's selection criteria, we invite you to complete the pre selection file by clicking on the following link: [questionnaire](#)

To be considered complete, the application requires a number of documents (more details in the annex) to be sent to Fondation.Europe@ca-indosuez.lu. The applicant must complete and return the standard application file by attaching the required documents before the deadline for submission of applications May 31 for a decision of the Executive Committee in December.

For further information, you can write to Fondation.Europe@ca-indosuez.lu.

III. GRANT ALLOCATION AND MONITORING

1. Terms and conditions of allocation - stages of the process

- Receipt of the file and verification of its completeness;



- Compliance verification: Using the documentation provided as supporting evidence, each preselected organisation is subject to compliance checks, in line with the Foundation's regulatory obligations;
- Analysis and instruction of the file: Volunteer employees from Indosuez Group entities carefully analyse all the files received and start discussions with pre-selected project holders using a rigorous and proven methodology;
- Selection of projects: The files examined are presented by the instructing employees at an instruction committee to their peer instructors, who collectively decide on the projects that will then be presented to the Foundation's Executive Committee;
- Support decision: If the project is selected by the Executive Committee of the Foundation (Comex), the supporting structure of the project will be granted the donation, subject to the signing of a sponsorship contract.

2. Amount and condition of payment of the grant

The Foundation gives priority to grants between 10,000 and 50,000 Euros

The payment of the subsidy is conditional on:

- The response to any conditions imposed by the Foundation's Executive Committee,
- Receipt of the tripartite sponsorship contract signed by the supported structure's legal representative, the Indosuez Foundation and the Fondation de France,
- Receipt of the call for funds, invoices or quotes corresponding to the purpose of the grant or any other evidence specified in the contract.

3. Monitoring the grant

In accordance with the sponsorship agreement signed, the recipient of the grant agrees to use the funds with the intended purpose. In this context, it must:

- Submit a report on the allocation of these funds within the period indicated in the sponsorship contract;
- Disclose the accounting information, the annual financial statements and the activity report (s) for the year or years corresponding to the completion of the supported project;
- Send a report on the achievements made within six (6) months at the end of the supported project.

IV. PARTICIPANTS' ENGAGEMENT

All applicants must agree to respond to all requests for information from the Foundation. They must agree to provide any relevant supporting documents that may be necessary for the examination of the application.



Important: any file that is incomplete, submitted after de date limit or does not meet the eligibility criteria will not be studied.

V. CONFIDENTIALITY

The Foundation and the Indosuez Group entities agree to keep all of the information relating to the projects confidential.

VI. APPLICATION OF INTERNAL REGULATIONS

Participation in the call for projects implies full acceptance of the modalities set out in this document: Internal Regulations.

Since the Indosuez Foundation is under the aegis of the Fondation de France, the regulations of the Fondation de France are sovereign regarding any question relating to its application.

The Foundation may not be called into question if, in the event of force majeure or an event beyond its control, it is required to cancel a call for projects, reduce or extend its duration, or postpone it.

The Internal Regulations will come into force as of its circulation. Any organisation applying for a call for projects will be deemed to have accepted it simply by virtue of its participation. It may be modified at any time by unilateral decision of the Foundation. From the date of publication of the amendment, any participant refusing the amendment (s) may withdraw from the call for projects.

VII. PERSONAL DATA PROTECTION

The Foundation hosted by the Fondation de France has access to IT resources aimed at ensuring adequate information management and communication. These are made available to the various Indosuez Group entities involved.

The processing of personal data is in the legitimate interest of the Foundation.

The data recorded is reserved for the use of the Foundation and for the purposes defined above and is kept for the duration strictly necessary for the achievement of the aforementioned purposes.

The recorded data may only be communicated to the Fondation de France and to the Indosuez Group entities involved in the analysis of the files, including to those outside the European Union, and, where applicable, to its partners or service providers subject to compliance with the rules for the protection of personal data.

In accordance with European Regulation 2016/679 of 27 April 2016 on the protection of personal data, and the amended Data Protection Act of 6 January 1978, natural persons involved in these applications (hereinafter 'the natural persons involved') have the right to object. They can also access their data and request their rectification and erasure. Finally, they have the possibility to exercise their right to limit the processing of their data and the right to organise the fate of their post mortem data.



To exercise their rights, the individuals involved must contact fondation@ca-indosuez.com or for any questions about the processing of their data in this context, the Data Protection Officer of the Fondation de France at dpo@fdf.org.

The natural persons involved may lodge a complaint (online or by post) with the CNIL if they believe that their rights are not respected or that the processing implemented does not comply with the rules for the protection of personal data.

VIII. RIGHT TO IMAGE

Participation in the call for projects entails, on the part of the candidate organization, the resignation of the following rights to the benefit of the Foundation, for the purpose of communication related to the call for projects:

- With regard to the images provided by the candidate organization (photographs of the representatives, or any image illustrating their productions, achievements, operation, enterprise, establishment, and any other subject likely to value their participation): The assignment covers all the rights conferred in terms of intellectual property, as well as the right to image;

The applicant organisations also certify that they hold all the rights applicable in the subject matter, including copyright. This authorisation is granted for an indefinite period.

In addition, the finalists (and their representatives) can be filmed and photographed by the Foundation, which remains the sole judge of the interest of making recordings, as well as their use.

As a result, the applicant organisations agree, through their participation in the call for proposals, on the recording of their image (including that of their representatives) and on the use of such recordings by the Foundation. They declare that they assign the rights necessary for this use for an indefinite period.

IX. APPLICABLE LAW - LITIGATION

The Internal Regulations are exclusively governed by French law.

Any dispute that may arise over the interpretation of the Internal Rules or the progress of the call for proposals will be expressly the responsibility of the competent French courts, even in the case of multiple defendants, appeal for guarantees or summary proceedings.



X. ANNEX

Documents requested to complete the application.

Presentation of the project and the supporting structure (association or else)

- Online Questionnaire: <https://interview.credit-agricole.fr/ca-interview/itw/answer/s/4vxqots1bp/k/ZHR80Ec>
- Association brochure
- Presentation of the association and the project
- Project summary.
- Business model and positioning in relation to other associations with a similar objective
- Follow-up indicators envisaged

Administrative documents

- Status of association dated and signed by the President
- Copy of publication in the "Journal Officiel" or local equivalent (name/date of creation/address/purpose)
- List of board members and management committee
- Photocopy of the Chairman's identity card

Financial documents

- Last three activity reports
- Annual financial statements (balance sheet, income statement, appendices) for the last three financial years.
- Number of employees and volunteers (in FTE), sponsorship in kind (in Keuros) and skills sponsorship (in Keuros)
- Three-year operating and investment budget (current year and next two)
- Estimates for investments to be financed
- Bank details (IBAN)