Rexel Foundation

Community Project

Application Form

**Once, the application form is completed, please send it to** [**rexelfoundation@rexel.com**](mailto:rexelfoundation@rexel.com)

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| Application Summary |

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| **Organization Name** |  |
| **Full Project Title** |  |
| **First & Last Name of the Manager** |  |
| **Project Location** | *Country, region, town* |

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| --- | --- |
| **Estimated number of beneficiaries (direct & indirect)** |  |
| **Proposed start date & duration** |  |

|  |  |
| --- | --- |
| **How did you hear about call of proposal?** |  |

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| **Total budget of the project** |  |
| **Total financial support requested** |  |
| **Other support requested**  **(in-kind)** |  |

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| **Project theme of activity (choose from within the 4 options)** | * *Education & training in Energy Efficiency* * *Energy Efficient solutions for low-income housing* * *Entrepreneurs for Energy Efficiency* * *Other* |

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| **Summary of proposed work (< 200 words)** |  |

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| Organization details |

**Contact Information**

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| --- | --- |
| **Organization Name** |  |

|  |  |
| --- | --- |
| **First Name Project Manager** |  |
| **Last Name Project Manager** |  |
| **Project Manager Position** |  |
| **Address for correspondence** | *Street, number P.O. box*  *Post/Zip Code*  *City*  *Country* |
| **Phone (direct line)** |  |
| **Mobile** |  |
| **E-mail** |  |
| **Website** |  |

|  |  |
| --- | --- |
| **Are you already in contact with a Rexel employee?** | *Yes / No*  *If yes, please indicate employee name and office* |

**Administrative details**

|  |  |
| --- | --- |
| **Statues** |  |
| **Date of creation** |  |
| **Registration number** |  |
| **Mission** |  |
| **Sphere of Activity** |  |
| **Name of Chairperson** |  |
| **Number of employees** | *Number of active people within the organization (Full time equivalent)* |
| **Number of volunteers** |  |
| **Number of members** |  |
| **Partners**  **(Public & Private)** |  |
| **Affiliated networks** |  |

**Budget (in k€)**

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| --- | --- |
| **Income** | |
| **Own fund** |  |
| **Public subsidies** |  |
| **Private sponsors** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Year** | **Operating Costs** | **Wage costs** | **Operating results** |
| **Actual budget for N-2** |  |  |  |
| **Actual budget for N-1** |  |  |  |
| **Provisional budget for N** |  |  |  |

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| Project description |

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| **Project Summary** |

| **Project name** |  |
| --- | --- |
| **Location** |  |
| **Project Summary** |  |
| **Project Schedule** | *Start date, duration, state of progress, provisional schedule of main stages* |

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| **Context & objectives** |

| **Context / Stakes** |
| --- |
| *Describe the social, environmental & economical needs those of the target beneficiaries* |

| **Objectives of the project** |
| --- |
| *Global goals and specifics* |

| **Beneficiaries** |
| --- |
| *Direct, indirect, profile, location, number of people concerned* |

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| --- |
| **Project Description & Team** |

| **Project activities & Planning** |
| --- |
| *Detailed content of the project activities (main actions to be taken* |

| **Human and technical resources needed** |
| --- |
| *Describe the specific team devoted to the project* |

| **Experience** |
| --- |
| *Describe organization expertise and experience for the success of the project* |

| **Needs of voluntary workers** |
| --- |
| *If relevant, describe the different voluntary workers need (experts, coaching, workers, etc.)* |

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| **Project Assessment** |

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| **Quantitative Indicators** | **Objectives** |
| *Ex : employment rate at the end of the training* | *Ex: 80%* |

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| **Qualitative Indicators** | **Evaluation Tools** |
| *Ex : buzz around the initiative* | *Ex: Questionnaire, Individual interviews* |

| **Project Assessment Method** |
| --- |
| *Describe organization expertise and experience for the success of the project* |

| **Factors of success and risk of failure** |
| --- |
| *Describe organization expertise and experience for the success of the project* |

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| **Promotion & other partners** |

| **How does the project will be promoted?** |
| --- |
| *Including communication plan, support tools (pictures, video, etc.)* |

| **Partner 1** | *Specify type of support (financial, equipment, skills, etc), organization type (private, public, international), current situation of the partnership agreement (under discussion, signed), contribution of each partner* |
| --- | --- |
| **Partner 2** | *Specify type of support (financial, equipment, skills, etc), organization type (private, public, international), current situation of the partnership agreement (under discussion, signed), contribution of each partner* |
| **...** |  |

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| **Significance of the project** |

| **What is the contribution of the project to social innovation?** |
| --- |
|  |

| **Describe the positive environmental impacts and the energy savings due to the project?** |
| --- |
|  |

| **Describe the collaborative and transversal aspects of the project** |
| --- |
|  |

| **What is the potential of replication and scalability of the project?** |
| --- |
|  |

| **In your opinion, what are the strengths of the project?** |
| --- |
|  |

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| Project budget |

| **Overall project budget (in Euros)** |  |
| --- | --- |
| **Amount requested to the Foundation** |  |
| **% budget covered at the date of application** |  |

| **Where do you want to allocate the amount requested?** | |
| --- | --- |
| *Items* | *Amount requested (in€) or % of the total amount* |

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| Attachments |

| **Please ensure that you attach the following documents** |
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| Statutes, dated and signed  Financial statement and annual report for previous fiscal year  Organization chart of the entity’s structure  Governance |

| **Additional information (optional)** |
| --- |
| Project Presentation  Multimedia : video, pictures, diagrams  Monitoring documents  Brochure / leaflet of the organization |