



# A2E CSR FUND

## Application Filling Instructions

Read carefully the Instructions and the Regulation, available on the [EDP's web page](#), before completing the application.

For inquiries regarding the website, please contact via <https://edp.smapply.io/helpdesk/>.

For inquiries regarding the website, please contact via email to [a2e@edpr.com](mailto:a2e@edpr.com).

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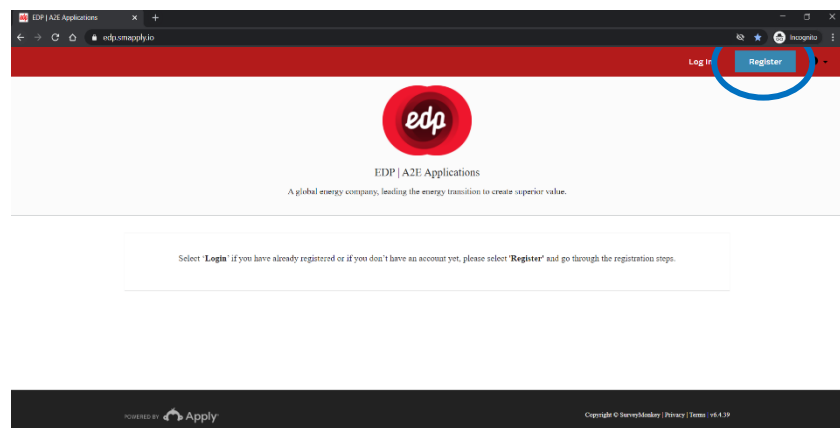
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**|| Please note that the following sections will have fictional data to illustrate a complete application ||**



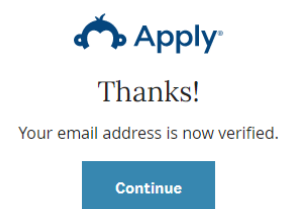
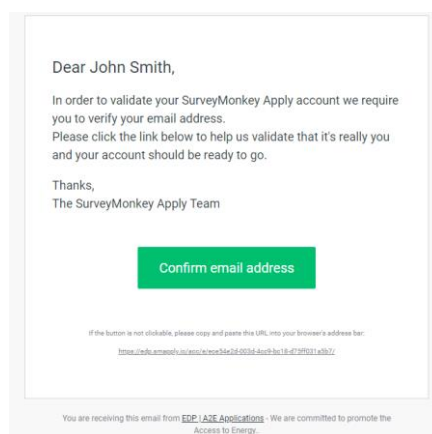
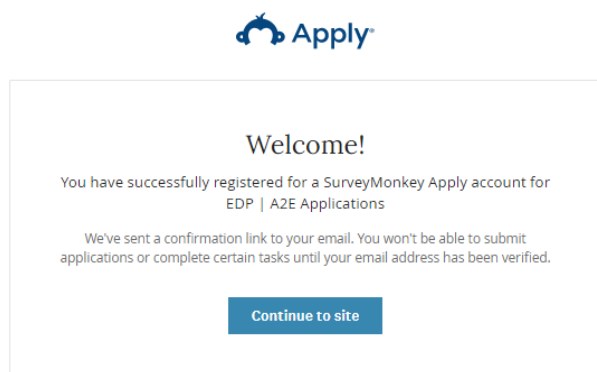
## 1. Registration

Go to [edp.smapply.io](https://edp.smapply.io) and select the “Register” button. Fill in the necessary fields and click on “Create Account”. *Note: Record your password in a safe place.*



The registration form is titled "Register for an applicant account". It includes social media login options for Facebook, Twitter, and Google. Below these, there are fields for "First name", "Last name", "Email", "Password", "Confirm password", and "Organization Name". A checkbox for "Não sou um robô" (I am not a robot) is present. At the bottom, there is a "CREATE ACCOUNT" button. The form also includes links for "terms of service" and "privacy policy".

A message will appear and an email from the “EDP – A2E CSR Fund” will be sent for validation to the email used in the registration. Confirm the email address, so that all features work on the platform. *Note: Check your spam if the message does not appear in the inbox.*





## 2. Eligibility

After confirming the email, fill out the Eligibility Quiz and click on “Finish my profile”.



To get started, fill out your eligibility profile

[Fill out eligibility profile](#)

### Eligibility Quiz

Are you applying on behalf of an organization?

Non-profit or for-profit

☐ Yes

☐ No

Has the organization been established for at least 2 years?

☐ Yes

☐ No

The Programs page will appear. Click on “More” in *A2E CSR Fund - 3rd Edition* box, then select “Apply”. Afterwards a box will pop up to register the name of the organisation.



### Programs

Search programs..



#### A2E CSR Fund - 3rd Edition

Accepting applications from 31 Aug 2020 00:00 (WEST) to 26 Nov 2020 23:59 (WET)

€25,000.00 to €100,000.00

[MORE >](#)



#### A2E CSR Fund - 3rd Edition

EDP is committed in contributing to the achievement of the Sustainable Development Goals undertaken by the United Nations, namely by helping to transform the way energy is produced, distributed and consumed.

For the 3rd edition (2020-2021) of the A2E CSR Funding Program has an endowment of 500.000€ and will support energy access projects in Angola, Malawi, Mozambique, Nigeria and Rwanda.

For more information, please refer to the A2E CSR Fund Program regulations, they can be **found here**

Value

€25,000.00 to  
€100,000.00

[APPLY](#)

Opens

**31 Aug 2020 00:00 (WEST)**

Deadline

**26 Nov 2020 23:59 (WET)**



### 3. Application

After completing the previous steps, you will have access to the *Application Portal*. The portal shows the different sections of the application and their status.

0 of 8 required tasks complete

Last edited: 18 Nov 2020 16:58 (WET)

**REVIEW** **SUBMIT**

Deadline: 26 Nov 2020 23:59 (WET)

A2E CSR Fund - 3rd Edition [🔗](#) [Preview](#) [...](#)

**Trial & Co.**

ID: 0000000009

**APPLICATION** **ACTIVITY**

#### Your tasks

	Disclaimer	>
	Project Promoter Info	>
	Project Overview	>
	Objectives and Timeline	>
	Budget	>
	Applicant Statement	>
	Certificate of Registration	>
	Annual Activity Report	>
	Partnership Agreements (optional)	>
	Additional Supporting Documents (optional) (optional)	>

As you move forward, tasks will have a status mark.

1 of 8 required tasks complete

Last edited: 18 Nov 2020 17:40 (WET)

**REVIEW** **SUBMIT**

Deadline: 26 Nov 2020 23:59 (WET)

A2E CSR Fund - 3rd Edition [🔗](#) [Preview](#) [...](#)

**Trial & Co.**

ID: 0000000009

**APPLICATION** **ACTIVITY**

#### Your tasks

	Disclaimer Completed on: 18 Nov 2020 17:27 (WET)	>
	Project Promoter Info Last edited: 18 Nov 2020 17:40 (WET)	>
	Project Overview	>
	Objectives and Timeline	>

The different tasks can be completed by any order and you may save your work and log-out and return at a different time and keep working on the application.



## A. Disclaimer

Read the information in this section carefully and, if the content is understood, check the "Confirm" box and select "Save & Continue Editing" or "Mark as Complete".

[Back to application](#)

A2E CSR Fund - 3rd Edition  
**Trial & Co.**  
ID: 0000000009

☐

[Disclaimer](#) [>](#)

☐

[Project Promoter Info](#)

☐

[Project Overview](#)

☐

[Objectives and Timeline](#)

☐

[Budget](#)

☐

[Applicant Statement](#)

0 of 8 required tasks complete

Last edited: 18 Nov 2020 16:58 (WET)

REVIEW

SUBMIT

Deadline: 26 Nov 2020 23:59 (WET)

☐

[Disclaimer](#) [...](#)

### Disclaimer

"The personal data hereby collected are intended to allow contact and intermediation within the scope of the Project

A. Responsible for processing personal data: EDP - Energias de Portugal, SA, with legal office at Avenida 24 de Julho, n.º 12, 1249-300 Lisboa; e-mail address [a2e@edpr.com](mailto:a2e@edpr.com).

B. Purpose of the processing and legal basis: The collection of the identification and contact data and their subsequent processing is intended for the processing and management of the project for the purpose of approval and subsequent granting of the financial contribution as well as for compliance with any other legal requirements; the treatment is carried out based on the authorization of the data subject who is the interlocutor indicated by Project Promoter and who intends to apply for the Project.

C. Recipients: The processing of personal data may be carried out by a suitable service provider contracted by EDP. The said service provider will exclusively treat the data for the purposes established by EDP and in compliance with the instructions issued by EDP, strictly complying with the legal rules on personal data protection, information security and other applicable standards. In this Project, EDP Renováveis, S.A. (registered office in Oviedo, Plaza de la Gesta, number 2, and main office in Centro Empresarial Parque Norte Edificio Olmo, 6th Floor, 28033 Madrid) will process personal data on behalf of EDP, as a processor, in compliance with the instructions issued by EDP.

D. International data transfers: EDP will only transfer personal data to countries where European Union (EU) Commission has decided to present an adequate level of personal data protection or where EDP has implemented measures to ensure the security, integrity and confidentiality of personal data under the legislation on personal data protection using contractual mechanisms approved by the European Commission or other Regulatory Entities, such as EU Model Contract Clauses.

E. Conservation period: The personal data collected will be kept for the period of the duration of the project, without prejudice to the responsibility to keep them beyond the period for the fulfillment of legal obligations or for the purpose of historical archiving of the company, through the application, in the latter case, of appropriate technical and organizational measures.

F. Exercise of Rights: The data owners may, at any time and for free, exercise their rights of access, rectification, opposition or deletion of data, limitation and portability of their data and for this purpose to submit their request, in writing, through the following contacts: E-mail: [a2e@edpr.com](mailto:a2e@edpr.com); Address: Avenida 24 de Julho, nr. 12, 1249-300 Lisboa.

In the scope of this Project, if you consider that EDP has violated or may have violated your rights under the applicable data protection legislation, you may file a complaint with the National Data Protection Commission. For any question related to the information, the data holder may also contact EDP's Data Protection Officer (DPO), whose contact information is: • E-mail address: [dpo.pt@edp.com](mailto:dpo.pt@edp.com)"

### Confirmation

Please confirm you have read and understood the above disclaimer

☐ I confirm

SAVE & CONTINUE EDITING

MARK AS COMPLETE



## B. Project Promoter Info

This section refers to the information about the Project Promoter and its partners.

Project Promoter Info

✓ Draft saved

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### 1. Organization details

1.1. Name of the Organization

A2E Trial & Co.

1.2. Mission

A2E Trial & Co. was created to promote the universalization of the energy access in communities worldwide

1.3 Permanent Address

Address Line 1: Trial Street, 23

Address Line 2 (optional):

City: Trial City

State/Province:

Country: Portugal

ZIP/Postal Code (if applicable): 9000

1.4. Country of Registration

Portugal

1.5. Registration Number

500500500

1.6. Date of Registration

08 Nov 2001

1.7. Certificate of Registration

www.a2etrial.com/docu

1.8. Type of Organization

Non-profit

1.9. Number of Employees

10

1.10. E-mail

info@a2etrial.com

1.11. Website

https://www.google.pt/

SAVE & CONTINUE EDITING NEXT

Brief description of the organization

Registration number of the organization (e.g. VAT/NUIT/TIN)

Date of Registration. Please note that only organizations with more than 2 years of existence will be eligible.

Please identify link if available online or identify the name of the document to be attached to the application

Select "Non-Profit" or "For Profit"



Project Promoter Info

Project Promoter Info 25%

### 2. Project Coordinator

2.1. Name John Smith

2.2. Job title/Position Operations Director

2.3. E-mail john.smith@a2etrial.co

2.4. Telephone/Mobile 00999999999

### 3. Financial Information

3.1. Sources of income Grants, Revenues

3.2. Financial Results 2019 € 250000

3.3. Financial Results 2018 € 230000

3.4. Organization Auditors (if applicable) Trial Auditors

PREVIOUS SAVE & CONTINUE EDITING NEXT

The Project Coordinator will be the focal point with EDP

Include international dialling code (e.g. 009...)

Describe the most important sources of income of the organization (e.g. grants, sales, etc.)

Net profit for the period

Net profit for the period

Project Promoter Info

Project Promoter Info 50%

### 4. Applicant Partners (if applicable)

Do you have any applicant partners?

☐ Yes

☐ No

PREVIOUS SAVE & CONTINUE EDITING NEXT

Select "Yes" or "No". If "Yes", the fields related to the Project Partners will appear. If "No" you may proceed to the following page.



## Project Promoter Info

✓ Draft saved

50%

### 4. Applicant Partners (if applicable)

Do you have any applicant partners?

☒ Yes

☐ No

Clear

#### Partner 1

4.1. Name of the Organization	<input type="text" value="A2E Partner"/>
4.2. Mission	<input type="text" value="A2E Partner is the national agency for education and training"/>
4.3 Permanent Address	<input type="text" value="Trial Street, 23&lt;br/&gt;Trial City"/>
4.4. Country of Registration	<input type="text" value="Malawi"/>
4.5. Name of Contact Person	<input type="text" value="Jane Williams"/>
4.6. Job title/Position	<input type="text" value="Operations Director"/>
4.7. E-mail	<input type="text" value="jane.williams@a2epartr"/>
4.8. Telephone/Mobile	<input type="text" value="009-999-9999"/>
Add Another?	<input type="checkbox"/>

PREVIOUS

SAVE & CONTINUE EDITING

NEXT

Brief description of the organization

Include international dialling code (e.g. 009...)

Check the box to add a new partner. You may add up to 3 project partners.

## Project Promoter Info

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### 5. Professional References

#### Reference 1

5.1. Name of the Organization	<input type="text" value="A2E Reference"/>
5.2. Mission	<input type="text" value="A2E Reference is a NGO dedicated to education programs worldwide"/>
5.3 Permanent Address	<input type="text" value="Trial Street, 67&lt;br/&gt;Trial City"/>
5.4. Country of Registration	<input type="text" value="United Kingdom"/>
5.5. Nature of the relationship	<input type="text" value="Financier"/>

Brief description of the organization

Select from the drop-down box the one that best fits the nature of the relationship





5.6. Relationship Description

A2E Reference has financed our projects in Africa

5.7. Name of Contact Person

James Wells

5.8. Job title/Position

Partnership Director

5.9. E-mail

jwells@a2ereference.o

5.10. Telephone/Mobile

009-999-9999

**Reference 2**

5.1. Name of the Organization

A2E Solar Reference

5.2. Mission

A2E Solar Reference distributes solar products

5.3. Permanent Address

Trial Street, 76  
Trial City

5.4. Country of Registration

Germany

5.5. Nature of the relationship

Supplier

5.6. Relationship Description

We have been working with A2E Solar Reference in several solar energy projects in Africa

5.7. Name of Contact Person

Jack Solar

5.8. Job title/Position

Commercial Director

5.9. E-mail

jack.solar@a2esolarref

5.10. Telephone/Mobile

009-999-9999

PREVIOUS SAVE & CONTINUE EDITING MARK AS COMPLETE

Include international dialling code (e.g. 009...)

Brief description of the organization

Select from the drop-down box the one that best fits the nature of the relationship

Include international dialling code (e.g. 009...)



Select "Mark as Complete" if finished.

You may edit any time before submitting, by clicking on the 3 dots in the right corner and select "Edit". You may also "Download" this section of the application or "Reset" the entire information.



## C. Project Overview

This section refers to the description of the proposed project.

 Project Overview 

### Project Overview

0%

#### 1. Project Summary

1.1. Project title

Solar for Youth Education

1.2. Project Goal ?

The Solar PV system will allow better access to education by youth, through the electrification of the school.

1.3. Implementation Country

Malawi

1.4. Project location ?

Chikwina, Mzuzu

Geographical Coordinates

Latitude : -11 24' 00"  
Longitude : 34 10' 00"

1.5. Project Budget

€ 80000

1.6. Funding Requested from EDP (EUR €) ?

40000

1.7. Duration (n° of months)

11

1.8. Expected start date of implementation ?

01 Apr 2021

1.9. Expected end date of implementation

01 Mar 2022

1.10. Project Website (if applicable)

SAVE & CONTINUE EDITING

NEXT

Summarize in one (1) sentence the main goal of the project

Select from the drop-down box the country where the project will take place

Specify the project site location (e.g. Region / District / Town / Address)

Total Cost of the Project in Euros

A grant in the range of €25.000 – 100.000 can be requested from EDP. The Fund will assume project costs: up to 75% of the total for non-profit entities; and up to 50% of the total for for-profit entities.

Please note, that the starting date cannot be before signing the Collaboration Agreement, except on the cases foreseen by the Regulation



Project Overview ...

## Project Overview

**2. Project Description**

**2.1 Project Type**

Energy & Education

**2.2 Key Technology / Energy Resource**

Solar

**Power Installed**

30

**2.3. Description of the technical solution** ?

Installation of a solar photovoltaic (30kWp) system including storage (8kAh)

**2.4. Problem Identification** ?

In Malawi, one of the poorest countries in the world (ranking 172 of 189 countries in UN's HDI 2018), with 50% living below poverty line, only 38% of the population enrolls in secondary school. This affects specially adolescent girls, that are in a very vulnerable stage and face challenges associated with adolescence, as well as communities' perceptions on their role in society. The lack of education is a barrier for future skilled employment. The Trial Secondary School has no electricity and there is a lack of conditions to provide vocational training, such as IT or other training activities that allow community development.

**2.5. Problem Quantification** ?

600 students attend the Trial Secondary School, 30 teachers and staff. Around 1000 youth in the region are not enrolled in School.

**2.6. Project Description** ?

The "Solar for Youth Education" project aims to build the capacity of a new generation of leaders in Malawi. The project will allow for the complete "clean and reliable energy" provision of the Trial Secondary School, by installing a solar PV + batteries system to serve the whole infrastructure. The project will also include building an IT workshop, equipped with 20 computers, so as to serve the students training needs and also the community. Needs of the community will be assessed during a market research study. The Solar System will also allow the charging of mobile phones through a fee, that will be used for a Maintenance fund. The staff at school will be trained on operation and maintenance of the system. With the project, we will be able to attract more students to enroll in the school and reduce the drop-out rates.

**2.7. Target Group**

Chikwina Community, specially youth

**2.7.1 Gender**

Both

**2.7.2 Age Group**

Teenagers

Select from the drop-down box the main category of the project

Select from the drop-down box the key technology

Describe the technology proposed for the project

Describe the need or problem that is being addressed with the project implementation (max 10 lines)

Quantitatively characterize the social problem that the project will address (e.g. N° of households that do not have access to energy)

Objectively state the Solution(s) for the identified problem(s), including technology and business model, and the connection with EDP's funding guidelines (max 20 lines)

Select one of the options from the drop-down box

Select one of the options from the drop-down box



## 2.8. Number of Beneficiaries

Direct	<input type="text" value="600"/>
Indirect	<input type="text" value="1000"/>

## 2.9. Partnerships ?

A2E partner as the national agency for education is key to allow our intervention and also to provide training to the teachers. The Trial Secondary School will engage all stakeholders at the school and Community. The A2E Solar Reference will provide the equipment and the O&M training

Identify specific partnerships for project financing and/or implementation (e.g. Name of the Organization - Purpose of the partnership)

## 2.10. Key Activities

1. Adapt the schools classrooms and roofing;
2. Installing clean energy and access to internet equipment;
3. Training operations staff on how to use and maintain equipment;
4. Design IT workshops;
5. Create Maintenance Fund.

Describe the main activities for the implementation of the Project

## 2.11. Key outputs/results

1. Trial Secondary School powered by solar energy;
2. IT workshop built and increase access to internet for students and community;
3. 630 direct beneficiaries yearly to have access to better education.

State the main outputs and/or results expected from the implementation of the Project

## 2.12. Licencing Process (if applicable)

### License #1 ?

License Name	<input type="text" value="Energy Licence"/>
Status	<input type="text" value="Pending"/>
Type of Entity	<input type="text" value="Regional"/>
Add Another?	<input type="checkbox"/>

Describe the licenses required for the implementation of the project and other observations such as status and issuing entity (e.g. Environmental license from the Ministry of Environment, etc.)

Check the box to add a new licence. You may add up to 3

PREVIOUS

SAVE & CONTINUE EDITING

NEXT



Project Overview



## Project Overview

40%

## 3. Risk Identification

### Risk #1 ?

Risk Description	<input type="text" value="Solar panels are stolen"/>
Type of Risk	<input type="text" value="Technological"/>
Level	<input type="text" value="Medium"/>
Mitigation Measure(s)	<input type="text" value="When negotiating installation, negotiate the including of anti-theft equipments installed"/>
Add Another?	<input type="checkbox"/>

Identify the main risks that may affect the project (e.g. political, social, environmental, technological, financial, etc.)

Check the box to add a new risk. You may add up to 5



Project Overview ...

### Project Overview

60%

#### 4. Project Team

Project Member #1

Name: John Smith

Organization: A2E Trial & Co

Area of Expertise: Project Management

Role in the project/Main Tasks: Project Coordinator - overseeing the operations and ensuring the information to all stakeholders

Add Another? ☐

[PREVIOUS](#) [SAVE & CONTINUE EDITING](#) [NEXT](#)

Identify all Team Members for project implementation and their role

Check the box to add a new project team member. You may add up to 10

Project Overview ...

### Project Overview

80%

#### 5. Additional Information

5.1. Experience of the implementing Organization ?

A2E Trial & Co has 10 years experience and over 20 similar projects implemented, 5 of which in Malawi (see www.gggg.com). The organization has a team of 10, 3 based in Malawi (1 expat, 2 nationals). We have a strong organizational capacity, ensured by our operations staff strong experience in complying with different donors requirements. A2E Trial & Co is integrated in the communities it serves and has a strong institutional partnerships at both regional and central levels, namely with the ministries of Education and Energy.

5.2. Ability to implement ?

Besides our sound experience in similar projects our partner A2E Solar Reference, has considerable experience in the setup of solar systems; they have the necessary connections and knowledge of the market so to ensure a secure and efficient structure. They can also provide training to staff and equipment maintenance and repair if necessary. A procurement process will be put in place for all project components and the guidelines will be made available. The co-funding of the project it will be through our own funds, project partners and donors.

5.3. Connection between the proposed project and EDP's funding guidelines

The project is clear in terms of aiming to connect access to clean energy and education, aiming to exponentiate social impact by having an environmental sustainability measure.

Describe the experience of your organization and references, including at country level

Describe the capacity of the Project Promoter (financial and technical)

Describe how the project is aligned with the A2E CSR Fund guidelines



#### 5.4. How sustainability is assured after project termination

The school will assume the ownership of the program.  
The technical sustainability will be ensured via the training of the staff on O&M, and the support of the provider in all corrective actions needed.  
A Maintenance Fund will be created and managed by the School, fees will be collected from the community to charge mobiles and access to the internet.  
The community will benefit from the project as they have access to better education, also increasing the potential for better employability in the future.

#### 5.5. Are other mechanisms being considered to attract more partners or contributions after the end of EDP's support? ?

The IT program will be supported by the Ministry of Education. The maintenance Fund will ensure all future costs.

#### 5.6. Replication/Expansion potential

The project will be showcased to attract more funds to develop new programs in the school and to replicate in other schools in Malawi and other countries.

#### 5.7. How will the project be monitored and evaluated? ?

A Monitoring and Evaluation plan will be designed to monitor Objectives, and Result Indicators specific to the project; Information will be collected at baseline and endline stages. This plan will also consider measuring impact, such as IT skills progress of different groups of beneficiaries.

### 6. Other Comments/Information

If the current pandemic situation worsens or a similar situation arises, what is the contingency plan to be applied to the project?

We monitor the development of the pandemic and implement all measures recommended by WHO and government officials.  
We will ensure that if the project is approved, all suppliers have the materials and equipment in stock.  
If schools close, we will postpone any training activities until further notice.

If applicable, add relevant information

Attached to the application form you will find: A2E Trial & Co Projects Booklet.  
You may also see the video of a similar project in the website www.....

PREVIOUS

SAVE & CONTINUE EDITING

MARK AS COMPLETE

Describe how the viability of the Project is ensured for its continuity over the long term

If other mechanisms are being considered, please describe

Describe the potential for replication or expansion of the proposed project.

Briefly describe the procedure(s) to monitor and measure the impact of the results obtained.

Describe different measures to be applied for the project implementation

If necessary, add any relevant information related to the project or the organisation.

## D. Objectives and Timeline

This section refers to the specific goals of the proposed project, its activities and timeline.



**Objectives and Timeline**  
 Completed 19 Nov 2020 19:08 (WET)

**Objectives and Timeline**  
 Project Main Goal  
 The Solar PV system will allow better access to education by youth, through the electrification of the school.

**Description of Specific Objectives**  
 Fill only the n° of objectives and activities defined for the project

Specific Objective #1: Name  
 Solar Energy for Education

Specific Objective #1  
 Objective Name: Solar Energy for Education

	Activities	Indicators	Expected Results	Timeline (Timeframe must be between March 2021 to May 2022)
1.	Equipment installation: solar pannels, bateries, connection to electric equipment; internet access;	N° of equipments instaled;	equipments installed endure the necessary power needed for everyday tasks	April 2021 - September 2021
2.	Commissioning	N° of hours of work uninterromped	90% of expectable (40h/week average) working hour happen uninterupted	September 2021
3.	Training staff to care for and maintain equipment installed	Operations Staff trained on how to use and maintain equipments installed	80% of Operations Staff are trained on how to use and maintain equipments installed	August 2021 - October 2021
4.				

Add Another?

Use the same description written in Project Overview

Name of the Specific Goal

Describe all activities associated with the Specific Goal, its indicators, results and timeframe.

Check the box to add a new specific goal table. You may add up to 5.



## E. Budget

This section refers to detailed budget for project implementation.

Budget  
 Completed 19 Nov 2020 20:14 (WET)

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### Budget

Note: A grant in the range of €25.000,00 – 100.000,00 can be requested from EDP. As stated, applicants are required to provide, as a minimum, co-financing of 25% (non-profit entities) or 50% (for profit entities) of the global project value.

### Detailed Project Budget

Name of the Organization: A2E Trial & Co.  
Project Title: Solar for Youth Education

#### 1. Investment Expenses (Materials)

Budget Items	Item Description	Total Cost (€)	Amount requested from EDP (€)	Value not covered by EDP (€)	Funding entity of the amount that not covered by EDP
Works (Construction, rehabilitation and improvements of facilities)	Adaptation of the school facilitiesRoom	3000	1000	2000	Project Promoter
Generation, Distribution and Electric Equipment	Solar pannels (30kw) + batteries	40000	22000	18000	Project Promoter; A2E Solar Reference
Specific equipment (IT, telecommunications and/or vehicles necessary for the development of the activity )	20 computers	10000	8000	2000	A2E Solar Partner
Other equipment (detail by equipment type/designation)	n/a				
Sub Total 1		53000.0	31000.0	22000.0	

The Detailed Project Budget is divided into:  
1. Investment Expenses (related to materials, equipment) and 2. Development Expenses (related to services)

Please refer to the Regulation to check all eligible and not-eligible costs

The first row and first column are already populated. Fill the information in the remaining fields

In Item Description, describe which equipment and/or activities to be considered in the respective budget item

In Total Cost (€), it should state the total value of that budget line. The value must be equal to the sum of the following two fields (Amount requested from EDP and Value not covered by EDP)

In Funding Entity, please identify who will be co-funding the budget line besides EDP

The Sub Total 1 row is automatically populated as the table is filled. Ensure that the values sum is accurate





## 2. Development Expenses ( Services)

\*Not eligible for co-funding

Budget Items	Item Description	Total Cost (€)	Amount requested from EDP (€)	Value not covered by EDP (€)	Funding entity of the amount that not covered by EDP
Human Resources (project personnel linked to the project promoter)	50% Effort Project Manager, 10% of Financial Manager	10000	3000	7000	Project Promoter
*Travel, accommodation and representation expenses	1 international travel, 3 national travels	5000	0	5000	Project Promoter; A2E Solar Reference
External Services (Service acquisition, including experts, consultants and other essential services to the project )	n/a				
Training expenses and teaching materials	IT Workshops and IT manuals	5000	4000	1000	Project Promoter; A2E Partner
Promotion of the project (community engagement activities, communication, dissemination )	Inauguration of the IT Room; Brochure on the project; small video production	2500	1500	1000	Project Promoter
Monitoring and Evaluation	M&E Activities	1000	500	500	A2E Partner
*Office Costs (rent, current consumables, fuel and communications)	10% of Office Costs	1000	0	1000	Project Promoter
Other Expenses (Identify and detail by type of expense in the description)	Seed Money for Maintenance Fund	2500	0	2500	International donors
Sub Total 2		27000.0	9000.0	18000.0	

Total (1 + 2): €30000.0

Total Requested from EDP: €40000.0

Percentage Requested from EDP: 50%

The first row and first column are already populated. Fill the information in the remaining fields

In Item Description, describe which services and/or activities to be considered in the respective budget item

In Total Cost (€), it should state the total value of that budget line. The value must be equal to the sum of the following two fields (Amount requested from EDP and Value not covered by EDP)

In Funding Entity, please identify who will be co-funding the budget line besides EDP

The two budget lines highlighted in orange, Travel and Office Costs, despite being accepted as project cost are not eligible for co-funding from EDP. The value of those costs should be 0 in Amount requested from EDP

The Sub Total 2 row, the Totals and % below are automatically populated as the table is filled. Ensure that the values sum is accurate

Please note that a grant in the range of €25.000 – 100.000 can be requested from EDP. The Fund will assume project costs: up to 75% of the total for non-profit entities; and up to 50% of the total for for-profit entities



## F. Applicant Statement

This section refers to the Project Promoter declaration of conformity to EDP policies and Fund Regulation.

Applicant Statement

...

✓ Draft saved

### Applicant Statement

Applicant's Declaration Form of alignment with EDP's [Code of Ethics](#) and [Integrity Policy](#).

#### Applicant Statement

Name of the Applicant Entity

A2E Trial & Co.

Address

Address Line 1

Trial Street, 23

Address Line 2

City

Trial City

State Province

ZIP/Postal Code

9000

Country

Portugal

We know and accept EDP's Ethics Code and Integrity Policy

Yes

We know EDP's sustainability goals and commitments and our proposal is aligned with them

---

We read and understood the A2E Fund Regulations and authorize the collection and treatment of personal data.

---

We do not have outstanding tax debts to the State or contributions in arrears with the Social Security System.

---

We have not been convicted in the past two years on ethical, human rights or labor issues

---

Our reputation is not under scrutiny

---

We do not have conflicts of interest with the EDP Group

---

We do not pursue any party, religious, sectarian or discriminatory practices

---

Both documents are available on the link, if clicked

Read all questions carefully and select from the drop-down boxes "Yes" or "No"



Our financial status is appropriate for the requirements of the Proposal  
--- ▾

Our organization is in a position to correctly implement the Proposal  
--- ▾

If our Proposal is approved:

We commit to measuring and providing proof of implementation of the Proposal in accordance with the EDP methodology --- ▾

We understand that EDP's contributions depend on the fulfilment of the agreed Goals --- ▾

SAVE & CONTINUE EDITING MARK AS COMPLETE



## G. Certificate of Registration

In this section upload the Certificate of Registration of the Project Promoter.

🔄 Certificate of Registration ...

Task instructions [Hide](#)

VAT number/legal entity number required

📁

ATTACH FILE

pdf, doc, docx, png, jpg, jpeg, jpeg

MARK AS COMPLETE



## H. Annual Activity Report

In this section upload the 2 last activity report.

🔄 Annual Activity Report ...

Task instructions [Hide](#)

Please provide last two years

📁

ATTACH FILE

pdf, doc, docx, xls,xlsx, ppt, pptx, png, jpg, jpeg, jpeg

Maximum: 2

MARK AS COMPLETE



## I. Partnership Agreements

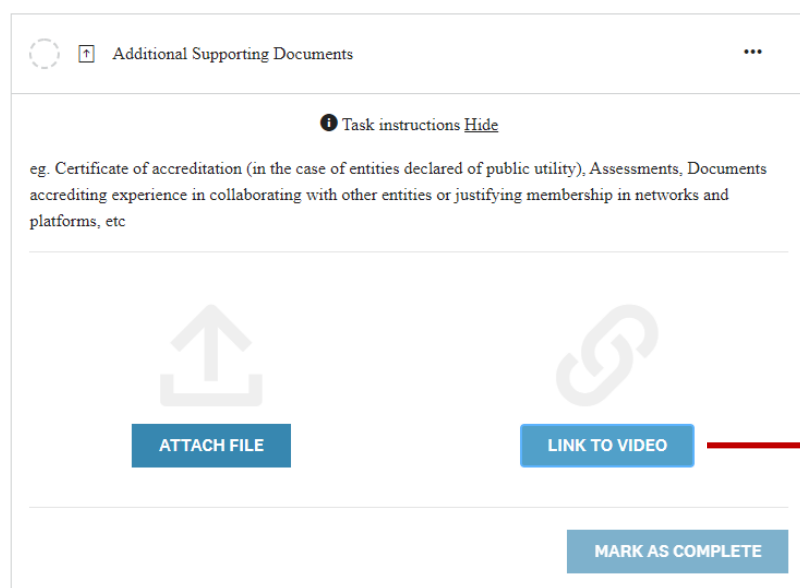
This optional section refers to agreements between Project Partners



If applicable, click on "Attach File" to add a Partnership agreement/memorandum

## J. Additional Supporting Documents

This optional section refers to all additional information relevant to the analysis of the project



If applicable, click on "Attach File" and/or "Link to Video" to add any relevant extra information



## 4. Submitting the Application

After completing the Application Form, you may "Review" it before clicking on "Submit". You may also Preview or Download the document by clicking on the 3 dots in the right corner.

8 of 8 required tasks complete

Last edited: 20 Nov 2020 01:48 (WET)

[REVIEW](#) [SUBMIT](#)

Deadline: 26 Nov 2020 23:59 (WET)

A2E CSR Fund - 3rd Edition [🔗](#) [Preview](#) [⋮](#)

A2E Trial & Co.

ID: 0000000009

[APPLICATION](#) [ACTIVITY](#)

### Your tasks

✓	📄 Disclaimer	Completed on: 18 Nov 2020 17:27 (WET)	>
✓	📄 Project Promoter Info	Completed on: 19 Nov 2020 11:21 (WET)	>
✓	📄 Project Overview	Completed on: 19 Nov 2020 18:48 (WET)	>
✓	📄 Objectives and Timeline	Completed on: 19 Nov 2020 19:39 (WET)	>
✓	📄 Budget	Completed on: 19 Nov 2020 20:14 (WET)	>
✓	📄 Applicant Statement	Completed on: 20 Nov 2020 01:15 (WET)	>
✓	📄 Certificate of Registration	Completed on: 20 Nov 2020 01:22 (WET)	>
✓	📄 Annual Activity Report	Completed on: 20 Nov 2020 01:34 (WET)	>
✓	📄 Partnership Agreements (optional)	Completed on: 20 Nov 2020 01:43 (WET)	>
✓	📄 Additional Supporting Documents (optional)	Completed on: 20 Nov 2020 01:48 (WET)	>

After clicking on "Submit", a validation message will appear. Then, you will be redirected to a confirmation page and an email will be sent to the email used in the registration.

Submit application

Please confirm submission of your application.

[CANCEL](#) [SUBMIT](#)

✓

Application Submitted!

Thank you for submitting your application.

[Go to My Applications](#)

EDP | A2E Applications

Dear John Smith,

We would like to confirm that we received your application.

Thank you for submitting your project.

Best Regards,  
A2E Team

The status of the Application will be changed to "Under Review". When the analysis review is finished, an email will be sent.