

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@edp.com.

INDEX

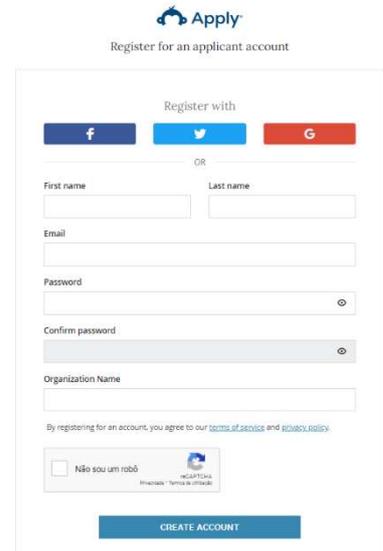
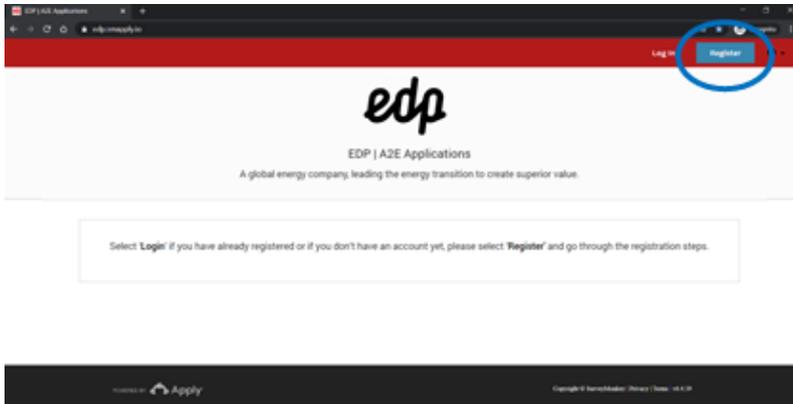
1.	Registration	Page 2
2.	Eligibility	Page 3
3.	Summary Application	Page 4
	A. Disclaimer	Page 5
	B. Project Promoter Info	Page 6
	C. Project Overview	Page 7
	E. Budget	Page 9
	F. Applicant Statement	Page 10
	G. Additional Supporting Documents	Page 11
	H. How did you get to know the A2E Fund?	Page 11
4.	Submitting the Summary Application	Page 12
5.	Full Application	Page 13
	A. Disclaimer	Page 14
	B. Project Promoter Info	Page 15
	C. Project Overview	Page 19
	D. Goals and Timeline	Page 24
	E. Budget	Page 25
	F. Applicant Statement	Page 27
	G. Annual Activity Report	Page 28
	H. Partnership Agreements	Page 29
	I. Additional Supporting Documents	Page 29
6.	Submitting the Full Application	Page 30

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

1. Registration

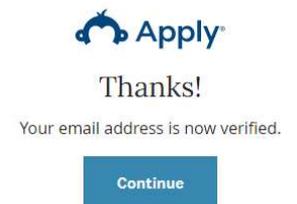
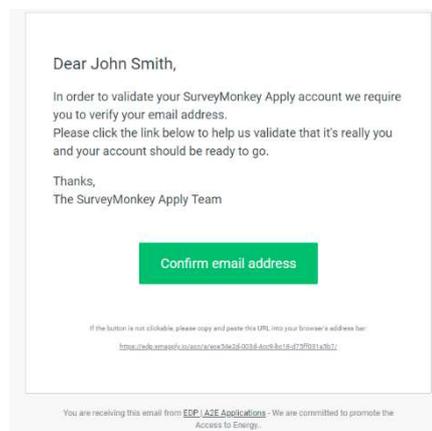
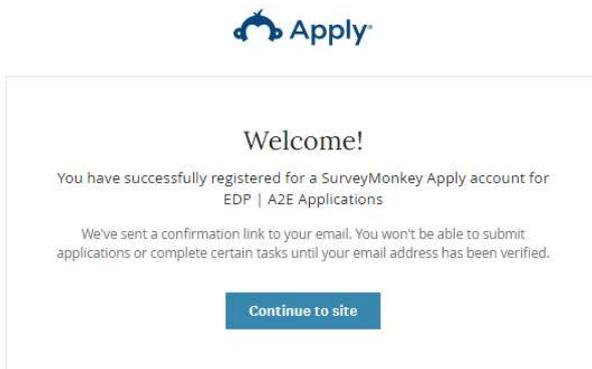
Go to edp.smapply.io and select the “Register” button. Fill in the necessary fields and click on “Create Account”.

Note: Record your password in a safe place.



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 – 4th Edition box, then select “Apply”. Afterwards a box will pop up to register the name of the organisation.



Programs

Search programs...

A2E CSR Fund - 4th Edition
Accepting applications from 12 Apr 2022 11:00 (WEST) to 16 May 2022 23:59 (WEST)

€50,000.00 to €150,000.00

[See my application](#) [MORE >](#)

1 - 1 of 1 Programs



A2E CSR Fund - 4th 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 4th edition (2022-2023) of the A2E CSR Funding Program has an endowment of 1.000.000€ 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

[See my application](#)

Value

€50,000.00 to €150,000.00

[APPLY](#)

Opens
4 Mar 2022 11:00 (WET)

Deadline
2 May 2022 23:59 (WEST)

3. Summary 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 5 required tasks complete

Last edited: 21 Mar 2022 15:16 (WET)

REVIEW **SUBMIT**

Deadline: 2 May 2022 23:59 (WEST)

TEST: A2E CSR Fund - 4th Edition [🔗](#) [👁️ Preview](#) [⋮](#)

Trial & Co.
ID: 0000000015

APPLICATION ACTIVITY

Your tasks

<input type="checkbox"/>	📄 Disclaimer	>
<input type="checkbox"/>	📄 Project Promoter Info	>
<input type="checkbox"/>	📄 Project Overview	>
<input type="checkbox"/>	📄 Budget	>
<input type="checkbox"/>	📄 Applicant Statement	>
<input type="checkbox"/>	📄 Additional Supporting Documents (optional)	>
<input type="checkbox"/>	📄 How did you get to know about the A2E CSR Fund? (optional)	>

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

1 of 5 required tasks complete

Last edited: 21 Mar 2022 15:25 (WET)

REVIEW **SUBMIT**

Deadline: 2 May 2022 23:59 (WEST)

TEST: A2E CSR Fund - 4th Edition [🔗](#) [👁️ Preview](#) [⋮](#)

Trial & Co.
ID: 0000000015

APPLICATION ACTIVITY

Your tasks

<input checked="" type="checkbox"/>	📄 Disclaimer Completed on: 21 Mar 2022 15:18 (WET)	>
<input checked="" type="checkbox"/>	📄 Project Promoter Info Last edited: 21 Mar 2022 15:25 (WET)	>
<input type="checkbox"/>	📄 Project Overview	>
<input type="checkbox"/>	📄 Budget	>
<input type="checkbox"/>	📄 Applicant Statement	>
<input type="checkbox"/>	📄 Additional Supporting Documents (optional)	>
<input type="checkbox"/>	📄 How did you get to know about the A2E CSR Fund? (optional)	>

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 “I Confirm” box and select “Save & Continue Editing” or “Mark as Complete”.

[← Back to application](#)

A2E CSR Fund - 4th Edition
A2E Trial & Co
 ID: 0000000016

- Disclaimer >
- Project Promoter Info
- Project Overview
- Budget
- Applicant Statement
- Additional Supporting Documents**
(optional)

0 of 5 required tasks complete

Last edited: 22 Mar 2022 15:22 (WET)

REVIEW
SUBMIT

Deadline: 2 May 2022 23:59 (WEST)

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, nº 12, 1249-300 Lisboa; e-mail address: a2e@edp.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.

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@edp.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”

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
...

Project Promoter Info

1. Organization details

1.1. Name of the Organization

1.2. Mission

1.3 Permanent Address

Address Line 1:

Address Line 2 (optional):

City:

State/Province:

Country:

ZIP/Postal Code (if applicable):

1.4. Country of Registration

1.5. Registration Number

1.6. Date of Registration

1.7 Certificate of Registration

1. .png

1.8. VAT/TAX Number

1.9. Type of Organization

1.10. Number of Employees

1.11. E-mail

1.12. Website

Brief description of the organization

Registration number of the organization

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

International taxpayer number (VAT/NUIT/TIN). If is the same as the registration number, please repeat

Select "Non-Profit" or "For Profit"

2. Project Coordinator

2.1. Name

2.2. Job title/Position

2.3. E-mail

2.4. Telephone/Mobile

The Project Coordinator will be the focal point with EDP

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

Select "Mark as Complete" if finished

Project Promoter Info
Completed 23 Mar 2022 12:11 (WET)

Project Promoter Info

1. Organization details

1.1. Name of the Organization

- Download
- Reset
- Edit

It is possible to 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 ✔ Draft saved

0%

1. Project Summary

1.1. Project title

1.2. Project Goal ?

Characters entered: 110
Min: 1 Max: 500

1.3. Implementation Country

1.4. Project location ?

1.5. Duration (n° of months)

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)

Project Overview

Project Overview 33%

2. Project Description

2.1 Project Type
Energy & Education

2.2. Key Technology / Energy Resource
Solar

2.3. Project Description ?

The "Solar for Youth Education" project aims to built 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.

2.4. Description of the technical solution ?

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

2.5 Power Installed

30

2.6. 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.

2.7. 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.

2.8. 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.

2.9. Number of Beneficiaries

Direct: 600

Indirect: 1000

PREVIOUS SAVE & CONTINUE EDITING NEXT

Select from the drop-down boxes the main category of the project and the key technology

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

Describe the technology proposed for the project

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

Describe the main activities for the implementation of the Project

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

Project Overview ...

Project Overview 66%

3. Additional Information

3.1. 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.ggggg.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.

3.2. 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.

3.3. How is project sustainability ensured from its conception to after completion?

The school will assume the ownership of the program.
The technical sustaibility 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.

3.4 If applicable, add relevant information about the project

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 webiste www.....

PREVIOUSSAVE & CONTINUE EDITINGMARK AS COMPLETE

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

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

D. Budget

This section refers to a simplified budget for project implementation.

Budget
...

Budget

Note: A grant in the range of €50.000,00 – 150.000,00 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.

Project Budget

Name of the Organization:
Project Title:

1. Investment Expenses (Materials)

Budget Items	Total Cost (€)	Amount requested from EDP (€)
Works	3000	1000
Generation, Distribution and Electric Equipment	60000	40000
Other equipment necessary for the project	0	0
Sub Total 1	63000	41000

2. Development Expenses (Services)

**Not eligible for co-funding*

Budget Items	Total Cost (€)	Amount requested from EDP (€)
Human Resources (project personnel linked to the project promoter)	10000	3000
<i>*Travel, accommodation and representation expenses</i>	5000	0
External Services (Service acquisition, including experts, consultants and other essential services to the project)	0	0
Communication, Training and Monitoring & Evaluation	8500	6000
Other Costs	3500	0
Sub Total 2	27000	9000

Total (1 + 2) : €90000

Total Requested from EDP : €50000

Percentage Requested from EDP : 55 %

SAVE & CONTINUE EDITING
MARK AS COMPLETE

The Simplified 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 non-eligible costs

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

In Total Cost (€), it should state the total value of that budget line

In Amount requested from EDP, the value corresponds to the amount to be co-funded by EDP

The Sub Total 1 and Sub Total 2 rows are automatically populated as the table is filled. Ensure that the values sum is accurate

The budget line highlighted in orange despite being accepted as project costs is not eligible for co-funding from EDP. The value of those costs should be 0 in Amount requested from EDP

The Total (1+ 2) and Total Requested from EDP rows are automatically populated as the table is filled. Ensure that the values sum is accurate

The Percentage Requested from EDP is automatically calculated, but the page must be saved to show the number

E. Applicant Statement

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

Applicant Statement ✓ Draft saved

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

Applicant Statement

Name of the Applicant Entity

Address

Address Line 1

Address Line 2

City

State/Province

ZIP/Postal Code

Country

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

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 confirm that we do not have outstanding tax debts to the State or contributions in arrears with the Social Security System

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

We confirm that our reputation is not under scrutiny

We confirm that we do not have conflicts of interest with the EDP Group

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

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



Both documents are available on the link, if clicked



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

F. Additional Supporting Documents

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

The screenshot shows a form titled "Additional Supporting Documents". At the top, there is a "Task instructions" section with a "Hide" link. Below this, there is a paragraph of text: "eg. Assessments, Bill of Quantities, Technical Specifications, Certificate of accreditation (in the case of entities declared of public utility), Documents accrediting experience in collaborating with other entities or justifying membership in networks and platforms, etc". In the center, there are two large icons: an upload arrow and a chain link. Below these icons are two buttons: "ATTACH FILE" and "LINK TO VIDEO". At the bottom right, there is a "MARK AS COMPLETE" button.

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

G. How did you get to know about the A2E CSR Fund?

This optional section is for statistical information on how organizations became aware of the Program.

The screenshot shows a form titled "How did you get to know about the A2E CSR Fund?". Below the title, there is a list of radio button options: "EDP's Website", "LinkedIn", "Facebook", "Newsletters", "Media", and "Other". The "Other" option has a text input field next to it. At the bottom, there are two buttons: "SAVE & CONTINUE EDITING" and "MARK AS COMPLETE".

If applicable, choose an option from the list

4. Submitting the Summary 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.

5 of 5 required tasks complete

Last edited: 22 Mar 2022 15:46 (WET)

REVIEW
SUBMIT

Deadline: 2 May 2022 23:59 (WEST)

A2E CSR Fund - 4th Edition Preview ⋮

Trial & Co.

ID: 0000000015

APPLICATION
ACTIVITY

Your tasks

<input checked="" type="checkbox"/>		Disclaimer	>
Completed on: 22 Mar 2022 15:46 (WET)			
<input checked="" type="checkbox"/>		Project Promoter Info	>
Completed on: 22 Mar 2022 15:46 (WET)			
<input checked="" type="checkbox"/>		Project Overview	>
Completed on: 22 Mar 2022 15:46 (WET)			
<input checked="" type="checkbox"/>		Budget	>
Completed on: 22 Mar 2022 15:46 (WET)			
<input checked="" type="checkbox"/>		Applicant Statement	>
Completed on: 22 Mar 2022 15:46 (WET)			
<input checked="" type="checkbox"/>		Additional Supporting Documents (optional)	>
Completed on: 22 Mar 2022 15:46 (WET)			
<input type="checkbox"/>		How did you get to know about the A2E CSR Fund? (optional)	>

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.

If you wish to take a look at the application before submitting, please [Review](#) it.

CANCEL
REVIEW
SUBMIT

✔

Application Submitted!

Dear Applicant,

We would like to confirm that we received your application.

Thank you for submitting your project.

Best Regards,
A2E Team

Go to My Applications

OR

View more Programs

EDP | A2E Applications

Dear John Smith,

This is to inform you that your application, **Trial & Co.** has been submitted for **A2E CSR Fund - 4th Edition** on **22 Mar 2022 15:49 (WET)**.

Thank you
Marta Louro

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

5. Full Application

If the Summary Application is selected to the next phase, you will have access to the Full Application. All fields that were previously filled in, will appear in the response boxes with the same names/data requested. This data can be changed.

The Application Portal shows the different sections of the application and their status.

0 of 7 required tasks complete

Last edited: 22 Mar 2022 16:04 (WET)

REVIEW **SUBMIT**

Deadline: 18 Jul 2022 23:59 (WEST)

A2E CSR Fund - 4th Edition [↗](#) Preview ⋮

Trial & Co.
ID: 0000000015

APPLICATION ACTIVITY

Your tasks

<input type="checkbox"/>	Disclaimer	>
<input type="checkbox"/>	Project Promoter Info	>
<input type="checkbox"/>	Project Overview	>
<input type="checkbox"/>	Goals and Timeline	>
<input type="checkbox"/>	Budget	>
<input type="checkbox"/>	Applicant Statement	>
<input type="checkbox"/>	Annual Report (Financial and/or Activity)	>
<input type="checkbox"/>	Partnership Agreements (optional)	>
<input type="checkbox"/>	Additional Supporting Documents (optional)	>

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

1 of 7 required tasks complete

Last edited: 22 Mar 2022 16:28 (WET)

REVIEW **SUBMIT**

Deadline: 18 Jul 2022 23:59 (WEST)

A2E CSR Fund - 4th Edition [↗](#) Preview ⋮

Trial & Co.
ID: 0000000015

APPLICATION ACTIVITY

Your tasks

<input checked="" type="checkbox"/>	Disclaimer Completed on: 22 Mar 2022 16:26 (WET)	>
<input checked="" type="checkbox"/>	Project Promoter Info Last edited: 22 Mar 2022 16:28 (WET)	>
<input type="checkbox"/>	Project Overview	>
<input type="checkbox"/>	Goals 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 “I Confirm” box and select “Save & Continue Editing” or “Mark as Complete”.

[← Back to application](#)

[A2E CSR Fund - 4th Edition](#)
A2E Trial & Co
 ID: 0000000016

- [Disclaimer](#) >
- [Project Promoter Info](#)
- [Project Overview](#)
- [Goals and Timeline](#)
- [Budget](#)
- [Applicant Statement](#)

0 of 7 required tasks complete

Last edited: 22 Mar 2022 15:24 (WET)

REVIEW
SUBMIT

Deadline: 18 Jul 2022 23:59 (WEST)

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, nº 12, 1249-300 Lisboa; e-mail address: a2e@edp.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.

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@edp.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"

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

Project Promoter Info ✓ Draft saved

0%

1. Organization details

1.1. Name of the Organization

1.2. Mission

1.3 Permanent Address

Address Line 1

Address Line 2 (optional)

City

State/Province

Country

ZIP/Postal Code (if applicable)

1.4. Country of Registration

1.5. Registration Number

1.6. Date of Registration

1.7. Certificate of Registration

1.8. VAT/Tax Number

1.9. Type of Organization

1.10. Number of Employees

1.11. E-mail

1.12. Website

Please note, that all fields that were previously filled in, will appear in the response boxes with the same names/data requested. This data can be changed

Brief description of the organization

Registration number of the organization

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

International taxpayer number (VAT/NUIT/TIN). If is the same as the registration number, please repeat

Select "Non-Profit" or "For Profit"

Project Promoter Info ...

Project Promoter Info ✓ Draft saved

25%

2. Project Coordinator

2.1. Name

2.2. Job title/Position

2.3. E-mail

2.4. Telephone/Mobile

3. Financial Information

3.1. Sources of income

3.2. Financial Results 2021 (€)

3.3. Financial Results 2020 (€)

3.4. Organization Auditors (if applicable)

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

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 ...

Project Promoter Info 50%

4. Applicant Partners (if applicable)

Do you have any applicant partners?

Yes

No

Project Promoter Info 60%

4. Applicant Partners (if applicable)

Do you have any applicant partners?

Yes
 No

Clear

Partner 1

4.1. Name of the Organization

4.2. Mission

4.3 Permanent Address

4.4. Country of Registration

4.5. Type of Organization

4.6. Partner's role in the project

4.7. Name of Contact Person

4.8. Job Title/Position

4.9. E-mail

4.10. Telephone/Mobile

4.11. Website

Add another Partner?

Brief description of the organization

Brief description of role of the partner in the project

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

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

Brief description of the organization

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

Project Promoter Info 75% ✓ Draft saved

5. Professional References

Reference 1

5.1. Name of the Organization

5.2. Mission

5.3 Permanent Address

5.4. Country of Registration

5.5. 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.cc

5.10. Telephone/Mobile: 0099999999

5.11. Website: www.teste.com

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@a2esolarrefi

5.10. Telephone/Mobile: 0099999999

5.11. Website: www.test.com

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

It is possible to 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

Project Promoter Info
Completed 23 Mar 2022 12:11 (WET)

Project Promoter Info
1. Organization details

1.1. Name of the Organization

Download
Reset
Edit

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

1.2. Project Goal ?

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

Characters entered: 110
Min: 1 Max: 500

1.3. Implementation Country

Malawi ▼

1.4. Project location ? Geographical Coordinates

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

1.5. Project Budget (EUR €)

€

1.6. Funding Requested from EDP (EUR €) ?

€

1.7. Duration (n° of months)

1.8. Expected start date of implementation ?

01 Oct 2022

1.9. Expected end date of implementation

23 Jun 2023

1.10. Project Website (if applicable)

https://www.crunchbase

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 €50.000 – 150.000 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

Saving draft...

20%

2. Project Description

2.1 Project Type

Energy & Education
▼

2.2. Key Technology / Energy Resource

Solar
▼

2.3. 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.

2.4. Problem Quantification ?

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

2.5. Project Description ?

The "Solar for Youth Education" project aims to built 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.

2.6. Description of the technical solution ?

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

2.6.1. Power Installed

30

2.7. Target Group

Chikwina Community, specially youth

2.7.1. Gender ?

Both
▼

2.7.2 Age Group

Teenagers
▼

Select from the drop-down boxes the main category of the project and the key technology

Describe the need or problem that is being addressed with the project implementation

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

Describe the technology proposed for the project

Select one of the options from the drop-down box

Select one of the options from the drop-down box

A2E CSR Fund 2022/2023 | 4th Edition

Application Filling Instructions | March 2022

2.8. Number of Beneficiaries

Direct

Indirect

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.

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.

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.

2.12. Licencing Process (if applicable)

License #1 ?

License Name

Status

Expected time for obtaining the license

Licensing Entity Name

Type of Entity

Add another?

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

Describe the main activities for the implementation of the Project

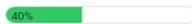
State the main outputs and/or results expected from the implementation of the Project

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

Project Overview

Project Overview



3. Risk Identification

Risk #1 ?

Risk Description

Type of Risk

Level

Mitigation Measure(s)

Add Another?

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 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 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 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 from inception to 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.



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

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.



If other mechanisms are being considered, please describe

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



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

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.



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

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.



Describe different measures to be applied for the project implementation

If applicable, add relevant information about the project

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.....](#)



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

PREVIOUS

SAVE & CONTINUE EDITING

MARK AS COMPLETE

E. Budget

This section refers to detailed budget for project implementation.

✔
📄

Budget

Completed 23 Mar 2022 12:47 (WET)

⋮

Budget

Note: A grant in the range of €50.000,00 – 150.000,00 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

1. Investment Expenses (Materials)

Budget Items	Item Description	Total Cost (€)	Amount requested from EDP (€)	Value not covered by EDP (€)	Funding entity of the amount not covered by EDP
Works (Construction, rehabilitation and improvements of facilities)	Adaptation of the school facilities room	3000	1000	2000	Project Promoter
Generation, Distribution and Electric Equipment	Solar pannels (30kw) + batteries	50000	32000	18000	Project Promoter; A2E Solar Reference
Specific equipment (IT, telecommunications and/or specific equipment 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		63000.0	41000.0	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 by EDP

Budget Items	Item Description	Total Cost (€)	Amount requested from EDP (€)	Value not covered by EDP (€)	Funding entity of the amount 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 Solar Reference
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): €90000.0

Total Requested from EDP: €50000.0

Percentage Requested from EDP: 55%

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 Total (1+ 2) and Total Requested from EDP rows are automatically populated as the table is filled. Ensure that the values sum is accurate

The Percentage Requested from EDP is automatically calculated, however the page must be saved to show the number

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

Address

Address Line 1

Address Line 2

City

State/Province

ZIP/Postal Code

Country

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

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 confirm that we do not have outstanding tax debts to the State or contributions in arrears with the Social Security System

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

We confirm that our reputation is not under scrutiny

We confirm that we do not have conflicts of interest with the EDP Group

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

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

Both documents are available on the link, if clicked

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

G. Annual Report (Financial and/or Activity)

In this section upload the 2 last activity report.

Click on "Attach File" to add the Activity or Financial Report. After uploading the first document, click on "Attach File" again to add the second document

H. Partnership Agreements

This optional section refers to agreements between Project Partners.

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

I. 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

6. Submitting the Full 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.

7 of 7 required tasks complete

Last edited: 22 Mar 2022 18:26 (WET)

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

Deadline: 18 Jul 2022 23:59 (WEST)

A2E CSR Fund - 4th Edition [🔗](#) [Preview](#) ⋮

Trial & Co.
ID: 0000000015

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

Your tasks

	<p>Disclaimer</p> <p>Completed on: 22 Mar 2022 16:32 (WET)</p>	>
	<p>Project Promoter Info</p> <p>Completed on: 22 Mar 2022 17:07 (WET)</p>	>
	<p>Project Overview</p> <p>Completed on: 22 Mar 2022 17:44 (WET)</p>	>
	<p>Goals and Timeline</p> <p>Completed on: 22 Mar 2022 17:53 (WET)</p>	>
	<p>Budget</p> <p>Completed on: 22 Mar 2022 18:03 (WET)</p>	>
	<p>Applicant Statement</p> <p>Completed on: 22 Mar 2022 18:14 (WET)</p>	>
	<p>Annual Report (Financial and/or Activity)</p> <p>Completed on: 22 Mar 2022 18:17 (WET)</p>	>
	<p>Partnership Agreements (optional)</p> <p>Completed on: 22 Mar 2022 18:20 (WET)</p>	>
	<p>Additional Supporting Documents (optional)</p> <p>Completed on: 22 Mar 2022 18:26 (WET)</p>	>

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.

If you wish to take a look at the application before submitting, please [Review](#) it.

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

Application Submitted!

Thank you for submitting your application.

[Go to My Applications](#)

OR

[View more Programs](#)

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.