

APPROVED  
by resolution of the Presidium  
of CSS Charity Foundation  
(Minutes No. 3 of 10 February 2022)

EDITED  
by resolution of the Presidium  
of CSS Charity Foundation  
(Minutes No. 6 of 15 March 2022)

## ***STRONGER WITH CSS. SCHOOL OF OPPORTUNITIES*** **COMPETITION REGULATIONS**

CSS Charity Foundation (the "**Foundation**") announces an **open competition** *Stronger with CSS. School of Opportunities* (the "**Competition**"). The competition will be held as part of the *Stronger with CSS* charity program and is designed to support socially relevant projects that are consistent with the mission and priority objectives of the Foundation. The priority objective of the Foundation is to improve the circumstances of socially disadvantaged children and teenagers (the "**Key Beneficiaries**").

**The purpose of the Competition** is to enhance the accessibility and quality of education for children and teenagers in difficult circumstances, ensure equal starting opportunities for them, and improve their chances of a successful professional life.

**Lines of work** to support the Key Beneficiaries eligible for support in the Competition:

1. **General education**

Enhancing the accessibility of quality general education for children in difficult circumstances, assistance in mastering the general education program<sup>1</sup>, including through tutoring and coaching.

2. **Additional education, club activities, creativity**

Enhancing the accessibility and extending the forms of quality additional education consistent with the requirements of children in difficult circumstances.

3. **Information environment**

Raising awareness and expanding educational opportunities by providing access to existing online and offline quality educational resources.

4. **Professionals and mentors**

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<sup>1</sup> Disciplines included in elementary, basic and secondary general education programs.

Preparation and advanced training of educational professionals (teachers, psychologists, speech pathologists, speech therapists, administrators, tutors, etc.) for work with children in difficult circumstances.

#### 5. **Community**

Assistance in creating communities of professionals, children and their parents/legal representatives, to increase the value of education, expand the horizons of children and teenagers from the target group, foster adequate self-esteem and a positive vision of the future.

**Projects** must solve the following **tasks**:

- **Expanding educational opportunities** to increase the chances of further independent attainment of a successful professional adulthood;
- **Development of soft skills and social competencies** to develop young people's strengths as they grow up;
- **Integration of the Key Beneficiaries into the peer community**, enhancing understanding and tolerance among neurotypical children towards people with disabilities and from other social groups;
- **Forming a positive outlook and vision of the future**, increasing the value of education among children and teenagers in difficult circumstances;
- **Involving the social environment** in the educational process to provide comprehensive support for the Key Beneficiaries and create a circle of trained, resourceful and responsible adults who can become a real support for the Key Beneficiaries.

**Priority support** will be given to:

- Projects promoting best assistance practices at regional level beyond Moscow and Saint Petersburg;
- Projects with proven performance record;
- Partner projects (comprehensive projects that contemplate the involvement of several organizations).

#### **Target audience of the Competition**

1. Children in difficult circumstances, aged 0 to 25 years:
  - children left without parental care;
  - children with disabilities, i.e. physical and/or mental development conditions, and their families;
  - children in extreme hardship and their families;
  - victims of child abuse and their families;
  - children from low-income families;
  - children with behavioral issues and their families;

- children whose lives are objectively disrupted by their circumstances and who are unable to handle such circumstances themselves or with the help of their families;
  - children from substitute families.
2. Birth and substitute families.
  3. Professionals working with the above groups.
  4. Non-profit non-governmental organizations working with the above groups.

**Competition winner selection criteria:**

1. Relevance, social importance and timeliness of the proposed project.
2. Viable social effect, efficiency of practices used.
3. Conformity of the project's qualitative and quantitative indicators to project purposes, objectives and activities.
4. Scale and geographic coverage of the project; potential for promotion of best practices in other regions.
5. Realistic budget and reasonable expenses.
6. Sustainability of the project after termination of funding.
7. Project team with the expertise required for achievement of the set objectives.
8. Experience in organization and implementation of similar projects.
9. Financial stability and transparency of the entity.
10. Risk management

**Funding amounts:**

The maximum amount of funding for a project, irrespective of the chosen area, can be up to Four Million (4,000,000) rubles.

For organizations registered from 6 months to 1 year by the date of the Competition application deadline, the maximum amount of funding can be up to One Million (1,000,000) rubles, irrespective of the chosen area.

**Activities or expenses that are not eligible for support in the Competition:**

1. Projects that contemplate activities not consistent with the statutory purposes and statutory activities of the applicant entity.
2. Projects focused on support of and/or involvement in political activities or election campaigns.
3. Projects containing elements of extremist activities and/or directed at changing the fundamentals of the political system in the Russian Federation.
4. Commercial projects involving generation of profits.
5. Academic (research) studies.
6. Expenses relating to travel (business trips or training) outside of the Russian Federation.

7. Capital construction expenses. Construction and/or complete outfitting of greenfield sporting, educational or leisure infrastructure facilities and renovation of premises with their subsequent outfitting.
8. Projects involving separate events that are not an integral part of such project (festival, celebration, competition, academic competition, etc.).
9. Projects aimed at supporting military and patriotic education and preparation of individuals for military service.
10. Projects involving direct targeted financial or medical support to individuals, humanitarian or food aid, aid for subsidiary farming, or provision of personal means of life and activity support.
11. Acquisition and servicing of vehicles (except gasoline expenses and car maintenance costs borne by the provider in the course of project implementation). and
12. Greenfield development of online platforms or websites, unless an integral and important part of a project.

### **Expense allocation**

Administrative costs shall not exceed 20% of total requested funds.

If the project contemplates the acquisition of equipment, administrative costs and the costs to purchase the equipment shall not exceed in the aggregate 30% of total requested funds.

### **Competition geography**

The Competition can provide support to projects implemented throughout the Russian Federation, except Moscow and Saint Petersburg. Entities from Moscow or Saint Petersburg may participate in the Competition as partners of regional entities or if the proposed project activities are to be carried out in other regions.

### **Entities eligible for participation in the Competition**

Russian non-profit non-governmental organizations registered under the laws of the Russian Federation with statutory purposes of activities that do not conflict with the purposes and objectives of the Competition and the project submitted for the Competition.

### **Entities not eligible for participation in the Competition**

- Political parties and movements;
- Governmental or municipal organizations;
- Religious organizations or organizations involved in religious activities;
- Trade unions, whether in the form of a public organization or in any other legal form (including in the form of an association, union or non-profit

partnership), whose statutory activities include the facilitation of professional activities;

- Governmental or local authorities;
- Commercial organizations;
- Foreign organizations or representative offices thereof.

### **Timeline of key stages of the Competition**

Applications accepted from	1 March 2022
Final application deadline	14 April 2022
Technical review of applications	15–29 April 2022
Independent review of applications (Experts)	2–20 May 2022
Independent review of applications (Competition Committee)	23–31 May 2022
Interviews with Competition finalists, legal due diligence, decision on funding	1–15 June 2022
Announcement of winners	16 June 2022
Execution of agreements with winners	Before 16 June 2022

### **Funding sources of the Competition**

The Competition is financed from the funds of the Foundation or from private donations by Russian or foreign grantors.

### **Project duration**

The duration of projects may vary but may not exceed 12 months. The start and end dates of project implementation may not be earlier than 1 August 2022 and later than 30 September 2023, respectively.

### **Conditions for participation in the Competition and the application procedure**

All application must be submitted **online only** on the website of the Foundation: <https://www.cssfoundation.org>.

To apply, an applicant must be registered in the system. Applications for the Competition delivered in any other manner (e.g., by mail, fax or email) will not be considered.

To apply for the Competition, an applicant must fill out all mandatory fields in the electronic form. The project must be in line with the priority focus areas and purposes of the Competition, the Charter of the applicant entity and the laws of the Russian Federation.

An entity may submit only one application for the Competition.

Attachments in the form of files with scanned copies of the following documents shall constitute an integral part of the application:

- Certificate of state registration of the legal entity / record form from the Unified State Register of Legal Entities;
- Certificate of state registration of non-profit organization;
- Evidence of CEO's authority (e.g., election minutes, order, power of attorney);
- Certificate of registration of Russian entity with its local tax authority;
- Charter of the applicant (as amended or supplemented) stamped by the registration authority;
- Extract from the Unified State Register of Legal Entities dated not earlier than one month before the application submission date;
- the most recent annual report filed with the Russian Ministry of Justice (or local agency thereof) and posted on the web portal of the Russian Ministry of Justice;
- balance sheet for the last year;
- tax clearance certificate dated not earlier than one month before the application submission date;
- signed and sealed letter of the entity's CEO confirming that the filed application is up-to-date and that the information provided is true (to be submitted if the applicant is a person other than the entity's CEO);
- confidentiality agreement.

We recommend attaching letters of support/cooperation agreements from partner organizations and regional or municipal authorities, and letters of reference from expert organizations or experts.

The application submission deadline is **6 PM** (Moscow time) on **14 April 2022**.

## **Application procedure and decisions on funding**

### **Stage One**

All applications submitted for the Competition will be subject to technical review and consideration by the Foundation for compliance with the formal criteria as set forth herein. Each application that meets the formal criteria will be referred to independent experts for further review and evaluation.

### **Stage Two**

To ensure transparency of the decision-making process with respect to funding, all application received in the Competition will be subject to independent expert review.

Each application will be evaluated by at least two (2) experts. The identities of the experts shall not be disclosed.

Based on the results of the expert review, the Foundation shall compile a shortlist of Competition finalists whose projects scored the largest number of points in accordance with the selection criteria set forth herein, and shall refer it to the Competition Committee. The evaluation of applications shall be governed by the Regulation on the Independent Expert Review.

### **Stage Three**

The Competition Committee is a collective body formed for approval of the preliminary list of Competition finalists recommended for funding to the management of the Foundation. Members of the Competition Committee may examine the shortlisted applications, their preliminary ranking, the scores and the experts' comments, hold meetings, and may also revise the evaluation of an application in scoring points with respect to one or more selection criteria.

Meetings of the Competition Committee shall be private. The identities of the members of the Competition Committee shall not be disclosed.

### **Stage Four**

Winners of the Competition will be finally selected by the management of the Foundation. If necessary, Competition finalists will be interviewed in person and/or online, and a legal due diligence of the entity will be carried out. A project may be amended by agreement between the parties. Accordingly, the Foundation reserves the right to request from Competition finalists additional information and documents.

### **Competition results**

The results of the Competition will be posted on the Foundation's website, [www.cssfoundation.org](http://www.cssfoundation.org), on or before **16 June 2022**.

### **Execution of agreements with Competition winners**

A special-purpose donation payment agreement will be entered into with each winning entity that provides all documents required hereunder by 16 July 2022.

### **Amendment of the terms or cancellation of the Competition**

The Foundation reserves the right to amend, if necessary, the Competition Regulations. Such amendments to the Competition Regulations may be made during the first half of the application acceptance period. In such event, the revised Competition Regulations will be posted at [www.cssfoundation.org](http://www.cssfoundation.org). The Competition may be cancelled at any stage of the Competition for reasons of

force majeure and/or cessation of funding. For any other reason, the Competition may be cancelled only at the stage of acceptance and registration of applications.

The Competition shall be declared void if the number of registered applications that meet all requirements of the Competition Regulations is less than three.

**Annexes to the Competition Regulations:**

1. Application form;
2. Cost estimate form;
3. Timetable form.

**We are looking forward to your applications.**

### APPLICATION FORM

	<b>Item of the application</b>	<b>Comment for the applicant</b>
1	<b>DETAILS OF THE APPLICANT</b>	
1.1	Last name*	
1.2	First name*	
1.3	Patronymic*	
1.4	Telephone number*	
1.5	E-mail*	
2	<b>DETAILS OF THE ORGANIZATION</b>	
2.1	Full name of the organization*	Please provide the full name of the organization as set forth in the constituent documents.
2.2	Abbreviated name of the organization*	
2.3	Full name of the chief executive officer of the organization*	
2.4	E-mail of the chief executive officer of the organization*	
2.5	Telephone number of the chief executive officer of the organization*	
2.6	Consent of the chief executive officer of the organization to participation in the competition*	Attach scan (signed and sealed).  Signed and sealed letter from the chief executive officer of the organization confirming that the application is up-

\* All sections marked with an asterisk (\*) must be completed. Incomplete forms will not be considered.

		to-date and that the information provided is true, such letter to be provided in the event the applicant is a person other than the chief executive officer of the organization.
2.7	Confidentiality agreement*	Attach scan (signed and sealed).  Please print out the sample agreement and fill in any missing information. To make amendments in automatically filled in fields, relevant amendments should be made in the details filled in in the course of the applicant's registration.
2.8	Details of the applicant organization*	Please provide a summary of your organization's activities.
2.9	Website	If any
2.10	Profile in Facebook	If any
2.11	Profile in Vkontakte	If any
2.12	Profile in Instagram	If any
2.13	Main state registration number*	Attach scan.  Certificate of state registration of the legal entity (certificate of an entry in the Unified State Register of Legal Entities) or Record Form from the Unified State Register of Legal Entities (Form 50007), issued by the tax (registration) authority.
2.14	Certificate of state registration of non-commercial organization*	Attach scan.  Certificate of state registration of non-commercial organization issued by the Ministry of Justice of the Russian Federation.

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2.15	Document confirming the authority of the chief executive officer*	Attach scan.  E.g., election minutes, order, power of attorney.
2.16	Taxpayer identification number / Registration Code*	Attach scan.  Certificate of registration of Russian organization with the local tax authority (Form 1–1-Registration).
2.17	Charter*	Attach scan.  Charter of the applicant (as amended or supplemented) stamped by the registration authority.
2.18	Extract from the Unified State Register of Legal Entities*	Attach scan.  Dated not earlier than one month before the application submission date.
2.19	Most recent annual report filed with the Ministry of Justice*	Attach scan (signed and sealed or signed electronically).  Most recent annual report in Forms ON 0001, ON 0002, ON 0003 or letter on continuation of operations filed with the Ministry of Justice (its local office) and posted on the web portal of the Ministry of Justice.
2.20	Most recent annual balance sheet*	Attach scan (signed and sealed or signed electronically).  Annual balance sheet in OKUD Form 0710001 (balance sheet), OKUD Form 0710002 (profit and loss statement) and OKUD Form 0710003 (statement on the proper use of funds received) for the most recent reporting period.

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2.21	Is your organization at any stage of bankruptcy proceedings?*	If yes, specify.
2.22	Is your organization involved in any litigation as a defendant?*	If yes, provide details.
2.23	Does your organization have any tax arrears?*	Attach a tax clearance certificate dated not earlier than one month before the application submission date.
2.24	Mission of the organization*	
3	<b>DETAILS OF THE PROJECT</b>	
3.1	Name of the project*	
3.2	Brief description of the project*	A maximum of 3,000 characters.
3.3	Have you previously carried out activities similar to those stated in the project description, and what were the scope thereof and the financial expenditure; if yes, what is the novelty of the proposed project*	
3.4	Project geography*	Specify the region(s) of project implementation and new regions planned if the project is to be scaled. If the proposed project will be implemented in any form with potential coverage of whole Russia, select "All Russia".  To select and attach a region, select it from the drop-down list and press "ADD REGION.". Repeat such actions if several regions shall be selected.
3.5	Project target group*	
3.6	Project commencement date*	DD.MM.YYYY

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		The project start date shall not be before 1 August 2022.
3.7	Project completion date*	DD.MM.YYYY The project duration shall not be more than 12 months. The final date of the project implementation shall not be later than 30 September 2023.
3.8	Substantiation of the social significance and the relevance of the project and the chosen methods of work*	Name the specific acute issue which the project addresses. Provide statistics evidencing the relevance and acuteness of the issue. Specify the changes to occur in the lives of the target group members when the project is over and also in the long-term perspective.  Attach expert opinions to confirm the feasibility of such pre-planned result (if any).
3.9	Focus areas in providing support to Key Beneficiaries*	Select one or more options: 1. General education. 2. Additional education, club activities, creativity. 3. Information environment. 4. Professionals and mentors. 5. Community.
3.10	Purpose of the project*	
3.11	Project objectives*	
3.12	Project activities*	Fill out and attach an Excel timetable (using the template).
3.13	Project partners*	Specify each partner and support type. Attach letters of support (if any). Please note that you may attach several separate files.
3.14	Quantitative deliverable 1*	
3.15	Quantitative deliverable 2	

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3.16	Quantitative deliverable 3	
3.17	Quantitative deliverable 4	
3.18	Quantitative deliverable 5	
3.19	Qualitative deliverables*	
3.20	How and using what funds will the project be developed after the end of funding*	
3.21	Project leader*	Full name, position, contact details or the project leader.
3.22	Project team*	Please list all members of the project team, including their full names, experience, positions and specific roles in the project.
3.23	Experience of your organization in the chosen area*	For projects in excess of RUB 1 million.
3.24	What grants and donations and from whom has your organization received over the last three years*	
3.25	Project presentation	Attach project presentation in pdf or pptx, or a link to video materials.
3.26	Comments to project description	Any information concerning the project not covered by the items above which you would like to communicate to the experts and employees of the Fund.
3.27	Information support of the project*	Specify what out of the listed positions you are ready (plan or intend) to do as information support of the project. Select all suitable options.  1. Placement of the CSS Fund logo on your entity's web-site and/or web-page of the project.

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		<p>2. Informative coverage and popularization of the project, including sources of funding.</p> <p>3. Regular provision of the content on the progress of the project for disclosure on CSS's web resources.</p> <p>4. Placement of the CSS Fund logo on promo materials.</p> <p>5. Other.</p>
3.28	Risk management*	Describe risk factors (including uncertain development of the epidemiological situation) and potential further/optional implementation of the project for the achievement of the declared purposes.
4	<b>FINANCE</b>	
4.1	Amount of funds requested from the Foundation *	
4.2	Total cost of the project*	
4.3	Other funding sources	
4.4	Detailed cost estimate*	Fill out and attach a detailed Excel cost estimate (using the template provided).

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