

APPROVED
by resolution of the Presidium of
CSS Charity Foundation

(Minutes No. 1, dated 11 January 2021)

STRONGER WITH CSS 2021
COMPETITION REGULATIONS

CSS Charity Foundation announces its **first *Stronger with CSS 2021 Competition*** (the "**Competition**"). The purpose of the Competition, launched in 2020, is to support socially important projects that are in line with the mission and priorities of the Foundation. CSS Charity Foundation (the "**Foundation**") started its operations in Russia in 2019. The Foundation's priorities are to improve the circumstances of socially exposed parents and children, to maintain birth families and to support family-style life order of orphaned children ("**Key Beneficiaries**").

The **purpose of the Competition** is comprehensive facilitation of strengthening of birth families and facilitation of establishment and strengthening of foster families.

Lines of work in support of Key Beneficiaries that would be eligible for support in the Competition:

1. support to families in crisis with a focus on prevention of children institutionalization (except families with various addictions or families with children that require palliative care or children with severe multiple development disorders);
2. assistance with training foster parents, support to foster families in the course of formation;
3. assistance with improvement of relations among children and parents;
4. improvement of quality of education, socialization, occupational guidance and primary vocational training of children or teenagers from families in a difficult situation or those living in foster families;
5. physical culture and sports (except professional sports);
6. advanced training of specialists: teachers, tutors, vocational trainers, psychologists, care workers, etc., who provide direct or indirect support to Key Beneficiaries;
7. other types of activities aimed at achievement of the purpose of the Competition and approved by the Expert Panel.

Priority support will be granted to the following projects:

- ✓ those promoting best assistance practices outside of Moscow and Saint Petersburg,
- ✓ projects with proven performance record,
- ✓ partner projects,
- ✓ projects designed to create new forms of assistance and services.

Competition target groups – children aged 0 to 18 years and birth families in difficult situations, children from foster families, foster families, specialists working with any of the above mentioned groups.

Winner selection criteria:

1. relevance, social importance and actuality of the proposed project;
2. justified social effect, efficiency of practices used;
3. novelty of the project compared to previous activities of the applicant;
4. adequacy of qualitative and quantitative indicators given the purposes, objectives and activities of the project;
5. scale and geographic coverage of the project; potential for promotion of best practices in other regions;
6. realistic budget and reasonable expenses;
7. potential sustainability of the project after the end of funding;
8. project team having expertise required for the achievement of the proclaimed objectives;
9. experience in organization and implementation of similar projects;
10. financial stability and transparency of the entity.

Awards and funding amounts:

Successful Start – an award for those who are just starting their operations and have an entity registered 6 months to 1 year before. In this nomination, donations can reach RUB 1 million.

Strong Growth – an award for young entities that have been active not more than 3 years but at least 1 year which develop highly efficient types of support. In this nomination, donations can reach RUB 3 million.

Stable Development – an award for experienced and large entities successfully operating in their chosen area for a long time (over 3 years) and expanding their operations to new regions and/or new types of support. Funding of such projects can reach RUB 5 million.

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

1. projects including activities that conflict with the statutory purposes and statutory activities of the applicant;

2. projects focused on support of and/or participation in political activities or election campaigns;
3. projects containing elements of extremist activities and/or directed at changing the basis of political system in the Russian Federation;
4. current activities of the entity other than projects involving scaling and promotion in various regions;
5. commercial projects involving generation of profits;
6. academic (research) studies;
7. expenses relating to travel (business trips or training) outside of the Russian Federation;
8. expenses relating to capital projects. Construction and/or full equipment of greenfield sports, educational or leisure infrastructure facilities and repair of premises with subsequent equipment thereof. Establishment and maintenance of "accessible environment" in communities;
9. projects involving separate events not constituting an integral part of such project (a festival, celebration, etc.);
10. projects involving direct targeted material or medical support to individuals, humanitarian or food aid, assistance with subsidiary farming or individual life- and activity sustaining means;
11. acquisition and servicing of vehicles (except payments for gasoline and car maintenance costs borne by the provider in the course of the project implementation);
12. development from scratch of online platforms or web-sites, unless it constitutes an integral and important part of such project.

Administrative costs shall not exceed 20% of total requested funds. In the event a project involves acquisition of equipment, administrative costs relating to purchase of equipment shall not exceed, in the aggregate, 30% of total requested funds.

Geography of the Competition

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 in the event the activities proposed in a project are carried out in other regions.

Entities eligible for participation in the Competition

Russian non-profit non-governmental organizations registered under laws of Russia the statutory purposes of activities of which do not conflict with the purposes and objectives of the Competition and the project proposed for participation in 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 established either in the form of a social organization or in any other legal form (including in the form of an association, union or non-profit partnership), the statutory activities of which include facilitation of professional activities;
- governmental or municipal authorities;
- commercial organizations;
- foreign organizations or representative offices thereof.

Funding sources for the Competition

The Competition is funded to the extent of funds of the Foundation or private donations by Russian or foreign grantors.

Projects duration

Duration of funded projects may vary but shall be not more than 12 months in the period from 1 June 2021 through 31 May 2022.

Timeline of key stages of the Competition

Announcement of the Competition	15 February 2021
Final application deadline	31 March 2021
Technical review of an application	1 April to – 15 April 2021
Independent review of an application	16 April to – 30 April 2021
Interviews with finalists of the Competition, due diligence, decision on funding	1 May to – 15 May 2021
Announcement of winners	20 May 2021
Execution of agreements with winners	by 15 June 2021

Conditions of participation in the Competition and applying procedure

All application shall be submitted **online only** on the web-site of the Foundation <https://www.cssfoundation.org>.

To apply, an applicant shall be registered in the system. No application for the Competition delivered in any other way (for example, by mail, facsimile or e-mail) will be accepted for review.

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

One organization may submit only one application for the Competition.

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

- state registration certificate of the legal entity / record form from the Uniform State Register of Legal Entities;
- certificate of state registration of non-commercial organization;
- confirmation of CEO authority (for example, election minutes, order, power of attorney);
- certificate of registration of the Russian entity with its local tax authority;
- Charter of the applicant (as amended or supplemented) stamped by the registration authority;
- extract from the Uniform 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 the 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;
- confidentiality agreement.

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

The deadline for filing applications shall be 6:00 PM on 31 March 2021 (Moscow time).

Application procedure

Stage One

All applications submitted for the Competition will be reviewed by the Foundation for compliance with the formal criteria as set forth herein (technical review). Each application that meets the formal criteria will be forwarded for review to the Expert Panel of the Competition.

Stage Two

To ensure transparency of the decision-making process with respect to funding and to comply with the principle of collegiality, all application received in the Competition will be reviewed by an independent Expert Panel (independent review). Actions of the Expert Panel shall be governed by the Regulation on the Expert Panel.

All meetings of the Expert Panel shall be private. Identities of members of the Expert Panel shall not be disclosed. The Expert Panel shall recommend funding of the best projects to the management of the Foundation.

Stage Three

Winners of the Competition will be finally selected by the management of the Foundation. If necessary, finalists of the Competition will be interviewed in person or online and due diligence of the entity shall be carried out. Accordingly, the Foundation reserves the right to request that finalists of the Competition provide further information and documentation.

Execution of agreements with winners of the Competition

Agreements for special-purpose receipts (donations) will be entered into with each corporate winner of the Competition that provides all documents required hereunder by 15 June 2021.

Change of the terms or cancellation of the Competition

The Foundation reserves the right to amend, if necessary, the Regulations of the Competition. Such amendments to the Regulations of the Competition may be made during the first half of the application acceptance period. In such event, the revised Regulations of the Competition will be posted at www.cssfoundation.org. The Competition may be cancelled on 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 on the stage of acceptance and registration of applications.

The Competition shall be declared void in the event less than three applications meeting all requirements of the Regulations of the Competition have been registered.

Annexes to the Regulations of the Competition:

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

We are looking forward to your applications!

Annex 1
to *Stronger with CSS 2021*
Competition Regulations

APPLICATION FORM

	Item of the application	Comment for the applicant
1	DETAILS OF THE APPLICANT	
1.1	Last name*	
1.2	First name*	
1.3	Patronymic*	
1.4	Telephone number*	
1.5	E-mail*	
2	DETAILS OF THE ORGANIZATION	
2.1	Full name of the organization*	
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-to-date and that the information provided is true

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

2.7	Confidentiality agreement*	Attach scan (signed and sealed)
2.8	Details of the applicant organization*	
2.9	Website	
2.10	Profile in Facebook	
2.11	Profile in Vkontakte	
2.12	Profile in Instagram	
2.13	Main state registration number*	Attach scan Certificate of state registration of legal entity / Entry form from the Uniform State Register of Legal Entities
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
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*	Attach scan Certificate of registration of Russian organization with the tax authority at its location
2.17	Charter*	Attach scan Charter of the applicant (as amended or supplemented) stamped by the registration authority
2.18	Uniform State Register of Legal Entities*	Attach scan

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

		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 Most recent annual report filed with the Ministry of Justice (its local agency) and available on the web portal of the Ministry of Justice
2.20	Most recent annual balance sheet*	Attach scan
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	DETAILS OF THE PROJECT	
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	Geographic coverage of the project*	Specify the region(s) of project implementation and new regions planned if the project is to be scaled

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

3.5	Project implementation scope	For projects in excess of RUB 1 million (assistance to specific beneficiaries and impact on the industry/region)
3.6	Project commencement date*	DD.MM.YYYY
3.7	Project completion date*	DD.MM.YYYY
3.8	Substantiation of the social importance and 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
3.9	Focus areas in providing support to Key Beneficiaries*	<ol style="list-style-type: none"> 1. Support to families in crisis with a focus on prevention of children institutionalization (except families with various addictions or families with children that require palliative care or children with severe multiple development disorders); 2. Assistance with training foster parents, support to foster families in the course of formation; 3. Assistance with improvement of relations among children and parents; 4. Improvement of quality of education, socialization, occupational guidance and primary vocational training of children or teenagers from families in a difficult situation or those living in foster families; 5. Physical culture and sports (except professional sports); 6. Advanced training of specialists: teachers, tutors, vocational trainers, psychologists, care workers, etc., who provide direct or indirect support to Key Beneficiaries; 7. Other types of activities aimed at achievement of the purpose of the

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

		Competition and approved by the Expert Panel.
3.10	Purpose of the project*	
3.11	Project objectives*	
3.12	Project activities*	Fill out and attach a timetable (using the template)
3.13	Project partners*	Attach letters of support
3.14	Quantitative deliverable 1*	
3.15	Quantitative deliverable 2	
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*	What specific changes will occur in the lives of the TA and as a result of what exactly? Attach expert opinions confirming the feasibility of this planned outcome. Specify what changes will occur in the lives of the TA once the project has been completed and in the long-term perspective.
3.21	Project leader*	Full name, position, contact details, brief statement as to why you are involved in this project
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

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

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
4	FINANCIAL	
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 cost estimate (using the template provided)

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

2	ADMINISTRATIVE EXPENSES																								
	<p><i>Administrative expenses include:</i></p> <ul style="list-style-type: none"> - <i>Payroll of administrative and managerial staff (specify project involvement in percent);</i> - <i>Social charges on administrative and managerial staff payroll;</i> - <i>Lease of office premises;</i> - <i>Audit services;</i> - <i>Bank charges;</i> - <i>Accounting services;</i> - <i>Travel expenses not related to NCO's program activities;</i> - <i>Office maintenance costs;</i> - <i>Representation expenses;</i> - <i>Telecommunication services.</i> 																								
	Total administrative expenses																								
	Total expenses																								

