

Dear non-profit organizations, Ladies and Gentlemen,

It is with great pleasure that we present to you the official rules of the Ardent Awards, where you will find all the selection and eligibility criteria.

The registration platform to submit your application will be accessible from 2 May 2022 until 3 July 2022 via the page www.ardent-group.com/en/ardent-awards

Don't forget to follow our Facebook page (www.facebook.com/PrixArdent) to find all our news and stay up to date with the latest updates. Bonne chance à tous !

Good luck everyone!



ARDENT AWARDS - 6th EDITION - NON-PROFIT ORGANIZATION REGULATION

1. ELIGIBILITY CONDITIONS FOR ORGANIZATIONS

1.1 - Eligible organizations

- ✦ Any Belgian non-profit organization with a head office located in the territory of the Province of Liège.
- ✦ Whose statutes have been published in the Belgian Official Gazette for more than three years with a concrete action established and recognized in the Province of Liège.
- ✦ Whose statutory mission is to carry out altruistic work for social, solidary and charitable action.
- ✦ Which have a project that targets and supports beneficiaries in the Province of Liège.
- ✦ Whose project supports people that are socially and economically disadvantaged, this being for a minimum of 70% of the project's beneficiaries. This point should be justified and can be proven.
- ✦ Who have a viable financial situation and health.
- ✦ Winning organizations that have already won an Ardent Award can submit a new application from the 4th year following their nomination.
- ✦ Organizations that have been nominated but have not won can submit a new application the following year.

1.2 - Non-eligible organizations

- ✦ Organizations that do not fulfill the criteria mentioned above and below.
- ✦ Hospitals, subsidized schools, homework schools, nurseries, local authorities, CPAS (Public Center for Social Welfare) and de facto associations.
- ✦ Organizations in dissolution or judiciary liquidation.
- ✦ Projects considered "unfeasible" according to their planning, budgeting, organization, etc.
- ✦ Projects for commercial, political and religious purposes.
- ✦ Organizations whose application is incomplete or filled with a lack of thoroughness and seriousness.
- ✦ Organizations that have submitted several applications at the same time.
- ✦ Organizations that have submitted their application after the deadline. The date it is sent on the platform is final.

The eligibility criteria are checked several times during the application selection procedure. Each application is subject to exhaustive analysis. The non-profit organization applications that do not fulfil the required criteria are immediately withdrawn from the selection.

For the budget, any amount that appears on one of the budget lines in the application must be justified by an appendix (quote or valid proof) of the same amount proving the future expenses. Projects will not be kept if they are missing quotes or they are contested by the external expert.



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2. ELIGIBILITY CONDITIONS FOR PROJECTS

- ✦ Each project must fall into one of the 5 following categories: Childhood, Disability, Integration, Family or Well-being.
- ✦ The projects must be described and argued seriously, clearly, maturely, professionally, and exhaustively.
- ✦ The Ardent Awards funding can help the implementation of a new project and/or complement/improve an already ongoing project that is within the organization's mission.
- ✦ A single project can include various funding requests: education, real estate, furniture and mobility.
- ✦ Employing a person is not eligible for funding. Staff costs are not accepted. Mileage/travel expenses are not accepted.
- ✦ Only non-profit organizations that are the owners of the building will be able to propose a real estate project for construction work.
- ✦ Only projects justifying the need for a minimum budget of €10,000 will be accepted. Therefore, the capital paid by the Ardent Awards must represent a substantial aid in the financing of the project of the winning non-profit organization.
- ✦ If the total budget of the project is more than €10,000, the non-profit organization will have to finance the difference with its own funds and/or through other financial partners. This will have to be demonstrated and proven using supporting documents in the application.
- ✦ Staff costs are not accepted. Mileage/travel expenses and training are not accepted.

3. EVALUATION AND SELECTION CRITERIA FOR PROJECTS

- ✦ Projects must have a positive, concrete and realistic goal. They must be supportive, promising results, relevance and sustainability, with a viable long-term impact.
- ✦ Projects must provide substantial aid for disadvantaged people living in economic/social insecurity and/or bring added value to society.
- ✦ The evaluation and selection criteria for the whole project will include :
 - The necessity and expected benefits with regard to the beneficiaries, the non-profit organization and/or the current situation of our company ;
 - The solidarity aspect towards the disadvantaged public ;
 - The uniqueness or characteristic ;
 - The coherence, the realism between the means invested and the expected objectives ;
 - The feasibility and reliability of a concrete action plan ;
 - The sustainability and continuity.



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4. ADDITIONAL PROVISIONS

- ✦ The application must be written in French.
- ✦ The Ardent Awards organization is partnered with UNITED FUND FOR BELGIUM (UFB) to use their assistance in terms of the financial follow-up of the winning projects (payment of invoices, correct use of funds, etc.).
The non-profit organization accepts the collaboration with UFB. An external manager may request additional information. They reserve the right to visit the association for any additional information in compliance with security standards. If the non-profit organization made an error in the choice of category, the manager will take the initiative to modify it.
- ✦ An agreement must be signed with Ardent Group and with UFB.
- ✦ If your project is selected among the nominees or winners, UFB will send you the payment request procedure, within 30 days of the Ardent Awards ceremony. This payment request must be completed and returned to UFB no later than 31 December 2023. After this deadline, Ardent Group and UFB will no longer be required to pay the financial support. The project must be completed within two years from the day after the date the agreement is signed with UFB.
- ✦ Only invoices paid by the non-profit organization and drawn up in its name will be accepted. These must imperatively date from the signature of the agreement and the acceptance of the project by Ardent Group.
- ✦ Through their participation, the 25 pre-selected nominated non-profit organizations agree that the description of their project, their needs in terms of furniture, equipment as well as their contact and banking information are published in the official catalog that will be distributed to the participants of the Ardent Awards ceremony.
- ✦ The information obtained as part of the execution of the application is used for the sole purpose requested. Any data processing that Ardent Awards obtain under these provisions is subject to the legal provisions regarding the protection of privacy in the context of the processing of personal data. The non-profit organization accepts the dissemination of information about the project to the public and the transmission of the application to a professional jury.
- ✦ The Ardent Awards undertake to comply with the European Regulation on the protection of personal data, in the context of the execution of the contract, in the event that it is required to deal with personal details (Regulation EU 2016/679 of the European Parliament and of the Council of 27 April 2016).
- ✦ The act of submitting an application implies the irrevocable acceptance of these rules by the organization and all the people involved in the project.
- ✦ Any dispute relating to the application of this regulation and the call for the project launched by Ardent Group will be subject to Belgian law, in mediation or settled by the Courts of the judicial district of Liège.

