

ARDENT AWARDS – 8th EDITION – NON-PROFIT ORGANIZATION REGULATION

1. ELIGIBILITY CONDITIONS FOR ORGANIZATIONS

1.1 Eligible organizations

- All Belgian nonprofit organizations whose
 - Registered office is located in the territory of the Province of Liège
 - The statutes have been published in the Belgian Official Gazette for more than three years
 - The missions and the social object in the official statutes are to work for social, solidarity and charitable actions for the benefit of a socially and/or economically disadvantaged group
 - Financial health is sustainable

Organizations that have been nominated but have not won can submit a new application the following year.

Winning organizations that have already won an Ardent Award can submit a new application from the 10th year following their nomination.

1.2 Non-eligible organizations

- Hospitals, schools, homework schools that have a project related to education, nurseries, neighborhood boards, CPAS, international nonprofit organizations, de facto associations and foundations.
- Organizations in dissolution or judiciary liquidation.
- Whose application is incomplete or filled with a lack of thoroughness and seriousness
- That have submitted several applications at the same time
- That have submitted their application after the deadline

2. ELIGIBILITY CONDITIONS FOR PROJECTS

2.1 - Eligible projects

- Each project must fall into at least one of the five following categories: (1) childhood, (2) disability, (3) integration, (4) family or (5) well-being.
 - The project may, however, impact several of these categories. In this case, the organization will nevertheless have to choose a specific category for its project to be judged in along with the other organizations in this category. If they consider it necessary, the external expert is entitled to change the category of the projects and beneficiaries without explanation.
- The project is an aid in implementing a new project or an improvement to a project already in progress.
- Projects must have a positive, concrete, realistic, supportive and sustainable purpose.
- Projects must be to help people located in the Province of Liège.
- Projects must provide substantial aid for disadvantaged people living in economic and/or social insecurity.
- Only non-profit organizations that are the owners of the building will be able to propose a real estate project for construction work.
- The projects must be written in French seriously, clearly, maturely, professionally and exhaustively.

2.2 - Ineligible projects

- For the direct benefit of animals
- For commercial purposes
- Political and/or religious
- Considered "unfeasible" according to their planning, budgeting, organization, etc.
- Targeting people who are not economically and/or socially disadvantaged
- Linked to non-eligible organizations (see 1.2)

2.3 – Evaluation and selection criteria for the whole project

- Necessity and benefits
- Consistency and relevance
- Feasibility and reliability
- Sustainability and continuity
- Solidarity towards the disadvantaged public

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 ipso facto excluded from the selection without due explanation.

In the event that an organization withholds information, responds dishonestly and/or is disloyal, the Ardent Awards reserve the right to exclude it definitively from participation in future calls for Ardent projects or impose other sanctions depending on the facts.

3. ELIGIBILITY CONDITIONS FOR FINANCING

3.1 Eligible financing

- Real estate
- Furniture
- Mobility
- Pedagogy

The same project can integrate several financial needs. Funded support must be sustainable.

3.2 Ineligible financing



- All personnel costs:
 - the employment of a person and/or the salary of a current staff member
 - training for staff
- All mileage/travel expenses
- Everything related to events

3.3 Conditions of financing

- Only projects justifying the need for a minimum budget of €10,000 will be accepted.
- 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 and prove it.
- The capital paid by the Ardent Awards must represent a substantial aid in the financing of the project of the winning non-profit organization.

3.4 Financial plan

- The financial plan in the application must be completed.
- Each different item with an amount must be included in one of the budget lines. Each line must be supported by an appendix, a quote or a justification of the same amount. Quotes must comply with Article 16 of the Royal Decree mentioning the price and its content: - all contact details of the supplier - the nature and details of the service or other - calculated price - date and duration of validity - duration of the service
- Projects will not be selected if estimates and/or information are missing for proper understanding or if these estimates and/or information are contested. To aid understanding, the association can also communicate a table they have produced.

3.5 Monitoring of funding

- The Ardent Awards have teamed up with an external expert to assist them in monitoring the applications, the project and the funding of the winning and nominated associations. They reserve the right to visit the organization for any additional information.
- The Ardent Awards have teamed up with UNITED FUND FOR BELGIUM (UFB - <https://ufb.be/vision-mission/>) to benefit from its assistance in monitoring the funding of the winning and nominated organizations.
- The participating organizations accept collaboration with the external expert and UFB.
- As the winner, a commitment agreement will be signed with both Ardent Group and UFB.
- The project must be completed within two years from the day following receipt of UFB's email including acceptance and all explanations of the payment procedure.
- Only invoices will be accepted; in addition, they must be drawn up in the name of the nonprofit organization and date at the earliest the day following the email from UFB referred to in the previous line.

4. ADDITIONAL PROVISIONS

4.1 Data processing

- 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 participating nonprofit organization accepts the dissemination of information, notably on social media, about the nonprofit organization, the project to the public during public votes and the Awards ceremony, as well as the transmission of the application file 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 2016/67 of the European Parliament and of the Council of 27 April 2016).

4.2 This Regulation

- The act of submitting an application implies the irrevocable acceptance of these rules by the organization and all the people involved in the project.

4.3 Dispute

- Any dispute relating to the application of this regulation and the call for projects launched by Ardent Group will be subject to Belgian law, in mediation or settled by the Courts of the judicial district of Liège.